

- A. As part on the ongoing curriculum assessment, the chairperson of the department shall collaborate with faculty on identifying courses in the curriculum that can be offered within the distance education program.
- B. Faculty who demonstrate the technical ability and expertise to teach such courses through will be asked to submit a proposal for the distance education course to the chairperson and department faculty. To offer a distance education course, departmental curriculum approval, college curriculum approval, and administrative approval (dean) is required.
- C. Courses that integrate distance learning instructional techniques into existing courses must be presented to the faculty and chairperson for approval.
- D. The faculty member who developed the distance education course will be given first

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