## Report for The Distance Education Committee/Center for Teaching and Research Excellence Submitted by Ivy Dunn, Chairperson of Psychology May 28, 2012

Department/division compliance with Appendix G; Distance Education; IV. Unit Responsibilities:

(a)" Develop, monitor and review Internet course offerings and make recommendations for change and improvement";

The Psychology Department has an undergraduate and a graduate committee, which decide the number of online courses that should be available for the program, and to some extent, which courses these will be. The chairperson reviews the course offerings and makes the final decision about what should be offered. Enrollment history is a major factor. The chairperson suggests improvement by reviewing online courses as part of the instructor's teaching evaluation.

(b)" Assist faculty members teaching Internet courses to be adequately prepared to teach and prepare required materials;"

Faculty members are paired when someone is teaching online for the first time.

(d)" Develop a procedure that ensures adequate advisement for students registering for Internet courses"

The Psychology Department has an advising center with a full time advisor and