

Hazard Community and Technical College
Distance Learning Committee, 2014-2015
 Institutional Effectiveness Annual Report
 Committee Reports to: Provost

Committee's Charge:

To create, maintain, review, recommend, and evaluate all distance learning procedures, processes, and issues at the local level, including 504/ADA distance education and SACS compliance. The committee will review concerns from faculty, division chairs, program coordinators, administrators, and students. The committee shall assume the responsibility of creating and updating Distance Learning Operational and Assessment Plan on an annual basis. This committee will communicate with the Academic Leadership Team.

Names of Members	9/5/14	11/14/14	2/26/15	4/17/15	Total
Savannah Sipple*	X	X	X	X	
Shalena Jarvis**	X	X	E	X	
Randy Bowling		X	X	A	
Wendy Davidson	X	X	X	X	
James King	X	X	X	E	
Dr. Deronda Mobelini	X	X	E	E	
Melissa Vermillion	X	X	E	E	
Beverly Smith	X	X	X	E	
Julie Caudill	E	A	A	A	
Lana Medlin	X	X	E	X	
Lonnie Morris		X	X	E	
Jackie Hall	X	X	E	E	
Brad Roberts	X	X	X	E	
Dr. Ella Strong*****	X	X	X	X	
Total Present	11	13	8	5	

* = Chair

** = Co-chair

*** = Student

**** = Guest

***** = ex-officio

E = members who notified the chair of a reasonable excuse to miss.

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Please complete the following information to summarize the work of this HCTC Committee for the 2014-2015 academic year:

I. Number of meetings held: _____4_____

II. PRIMARY focus for the 2014-2015 academic year:

Our primary focus was the distance learning website, distance learning orientation, faculty orientation, and ADA compliance.

III. Major ACCOMPLISHMENTS during the 2014-15 academic year:

The distance learning website has been updated. The distance learning orientation has been updated and expanded. The faculty orientation has been proofread and updated.

IV. Recommended FOCUS FOR UPCOMING YEAR 2015-2016:

We want to continue to work on ADA compliance and offer more professional development opportunities for faculty. We also want to work to make the faculty and course certification/recertification process more streamlined.

Completed by Chair Name and Date: _____ Savannah Sipple 4-30-15 _____