

CAA/CGS**Policy for approval of technology-delivered sections of previously approved courses**

Before a technology-delivered section of a course* previously approved as a traditional face-to-face course can be offered a department must seek approval from its College Curriculum Committee, the Council on Academic Affairs and/or the Council on Graduate Studies. The following information must be submitted to the curriculum bodies:

1. A copy of the most recent course proposal approved by CAA/CGS or a copy of the most recent course syllabus.
2. A rationale for offering a technology-delivered section of the course.
3. A description of how the format/technology will be used to support and assess students' achievements of the specified learning objectives
4. A description of how the integrity of student work will be assured.
5. A description of provisions for and requirements of instructor-student and student-student interaction, including the kinds of technologies that will be used to support the interaction (e.g., e-mail, web-based discussions, computer conferences, etc.)
6. An explanation of how the course content "units" are sufficiently equivalent to the traditional on-campus semester hour units of time described in the original course proposal approved by CAA/CGS.

*This policy is applicable only to a course section that is designed and scheduled to use technology as the exclusive or predominant mode of instruction and faculty-student interaction.

This policy becomes effective fall 2005.

Approved by CAA: March 4, 2004

Approved by CGS: April 6, 2004