

MEMORANDUM

To: Linda Wright-Bower, Chair

Educational Policy Committee

From: George Bullion, Chair  
Distance Education Subcommittee

Date: February 15, 2000

Re: Distance Education Coordinating Committee (DECCO) Operating Principles

Disposition: To the Presiding Officer for Implementation

**WHEREAS** the DES has reviewed the operating principles set forth in the document titled, "Distance Education at IPFW", and

**WHEREAS** those operating principles are consistent with the DE Subcommittee March 1997 report to the IPFW Faculty Senate (SR 96-34), and

**WHEREAS** the DE Subcommittee is comfortable with the vision statement as set forth in the above referenced DECCO document,

**THEREFORE**, be it resolved that the DE Subcommittee endorses the operating principles and recommends their adoption to the Educational Policy Committee and the Senate.

For the Distance Education Subcommittee:

Note: Questions concerning this document should be addressed to L. Wright-Bower at Ext. 6715.

**DISTANCE EDUCATION AT IPFW**

**VISION**

The Distance Education Coordinating Committee (DECCO) envisions the use of distance education (DE) to support the core mission of IPFW as stated in the strategic plan: *"To provide quality post-secondary education in northeast Indiana by focusing on student learning, while fostering intellectual exploration and attainment."*

DECCO believes DE improves student access and success. Selected courses and programs can be made accessible via DE to appropriately prepared students whose educational needs are better met by unconventional programming. Course design ensures that DE courses achieve learning goals equivalent to or higher than those of traditional courses by employing a mix of media appropriate to the content by applying teaching approaches known to be effective for DE learners, and by ensuring that appropriate support services are in place.

DE will help IPFW become a more integral part of Fort Wayne and northeastern Indiana by meeting educational needs of student groups not now being served. Programs also can be developed in partnership with businesses, service agencies, and not-for-profit organizations.

DECCO provides an administrative vehicle to facilitate the development and implementation of an effective DE program at IPFW in keeping with this vision.

### **OPERATING PRINCIPLES**

- All DECCO programs will be promoted and delivered through the Division of Continuing Studies
- The priority for DECCO projects is programs, not individual courses.
- Courses will be transformed from the traditional classroom format through effective use of the Web and other appropriate media. Making courses interactive is a priority.
- Project development teams will assist faculty and include technical support, training in the use of specific software or hardware, assistance with graphics, and consultation about pedagogy.
- Programs offered will meet all programs, ICHE, and NCA accreditation requirements, including assessment.
- Programs will serve students admitted to IPFW according to standard criteria for admission and eligibility for financial aid.
- Emphasis will be placed on ease of access for students--both access to the course(s) and access to support services.
- Services and support to departments will include instructional development, faculty development, hardware and software design and support, financing assistance, marketing, enrollment services, and library services.
- DECCO will collaborate with CELT for faculty development.
- DECCO will coordinate the provision of appropriate hardware and software tools for distance program development and delivery, including adequate security.
- Services to distance students will parallel those available to on-camps students (i.e. orientation to technology, admissions, financial aid, advising, registration, access to academic support programs, career services, etc.).