

February 8, 1999

To: President

From: H. Martin Lancaster, President  
North Carolina Community College System

Larry Norris, President  
Fayetteville Technical Community College

Subject: NCCCS Virtual Learning Community

Now that the concept of a North Carolina Community College System Virtual Learning Community has been endorsed by the Presidents' Association, our next step is to turn the concept into reality. Please nominate qualified individuals from your college to serve on one of the four work teams that will oversee the process of creating the Virtual Learning Community. The attached document provides basic information about each of the work teams.

Please return the enclosed nomination form to Janyth Fredrickson at the NCCCS System Office by **February 19**. The Distance Learning Consortium Steering Committee will then select members for each of the work teams. We anticipate that their first meeting will be in March.

Thank you for your interest in and support of the Virtual Learning Community. Through collaboration, we can provide quality distance learning courses to students in a cost-effective way.

C: Chief Academic Officers

**CC99-047**

**Nomination Form**  
**NCCCS Virtual Learning Community Work Teams**

**Work Team 1:** Identify and recommend a common delivery system.

President: \_\_\_\_\_

Instructional technology/MIS staff member with experience in web-based instructional delivery: \_\_\_\_\_

Faculty member with experience in web-based instructional delivery: \_\_\_\_\_

**Work Team 2:** Select course templates and oversee course development process

President: \_\_\_\_\_

Faculty member with experience in web-based course development and delivery from curriculum: \_\_\_\_\_

from continuing education: \_\_\_\_\_

Academic administrator with experience in administration of web-based courses from curriculum: \_\_\_\_\_

from continuing education: \_\_\_\_\_

**Work Team 3:** Recommend policies and procedures to facilitate student access and support delivery of courses among members of VCL

President: \_\_\_\_\_

Chief academic officer with experience in distance learning administration: \_\_\_\_\_

Chief continuing education officer with experience in  
distance learning administration: \_\_\_\_\_

Chief student development officer: \_\_\_\_\_

**Work Team 4:** Establish training programs for instructors and technical staff

President: \_\_\_\_\_

Academic administrator with experience in  
web-based instructional delivery: \_\_\_\_\_

Faculty member with experience in web-based instructional delivery  
from curriculum: \_\_\_\_\_

from continuing education: \_\_\_\_\_

Technology/MIS staff member with experience in  
web-based instructional delivery: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Community college: \_\_\_\_\_

**Please return to Janyth Fredrickson, fax (919) 733-0680, by February 19.**