



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

September 13, 2000

MEMORANDUM

TO: President
Chief Academic Officer

FROM: Delores Parker, Vice President
Academic & Student Services

RE: Virtual Learning Community Course Development

Course Developer Nomination Form
Virtual Learning Community
2000-2001

This year, the Virtual Learning Community will expand the online courses available from 10 to over 60. By Summer 2001, these courses, (which lead to full online degrees in business administration and information systems), will be available for all participating colleges. As in the past, courses will be in Blackboard CourseInfo format and ready for use or customization by any instructor teaching a course for your college.

To develop these courses, we again need the participation of instructors at your college. The development process has been streamlined, but our basic goal is still the same: participation by as many colleges as possible in the creation of exceptional online courses. While the work will require a minimum of 150 developers, we plan to distribute the work so that no college carries too much of the development load.

Please review the enclosed documents, consult with your faculty, and fill out the nomination form, **returning it via fax to the System Office at (919) 733-0680 by Thursday, September 28.** Team members will be selected by October 6 and will have seven months to complete the task.

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Course Developer Nomination Form
Virtual Learning Community

Thank you for your ongoing consideration and support. If you have any questions about the nomination or course development process, please contact Neil Hollands at hollandsn@ncccs.cc.nc.us.

DAP/wje

c: Larry Norris
H. Martin Lancaster
Bob Blackman
Neil Hollands

CC00-214
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Duties of Course Developers

- Attend opening training (travel compensated) in course development template and techniques. Training will be at six course development centers and must be completed by October 31, 2000.
- In teams of two to four developers, collaboratively write and edit the course content (through online work) according to the project specifications. Course development will be complete by June 8, 2001.
- Attend a mid-development meeting at one of six course development centers to confer with development team members about the course.
- Communicate regularly throughout the development year with the course development center and fellow developers.

Improvements in the Course Development Process

A variety of improvements have been made to streamline the development process for faculty participants. These improvements include.

- Development from a pre-built template course in CourseInfo that will include large portions of the course already
- Smaller, more focused teams
- Better advance training for developers
- Longer development time frame
- Course development centers to support and coordinate the process
- An established Blackboard server to host development from beginning to end
- Example courses on which to model development
- A face-to-face mid-development meeting to make sure that developers are still on the same page
- A year's experience in what worked and didn't work
- More encouragement to use existing materials instead of creating all of course from scratch

Courses to be Developed

Six colleges around the state are being selected by proposal to serve as Course Development Centers. These centers will be organized by broad theme and will each be responsible for the development of 8-10 of this year's courses. Use the list below to determine which of your faculty members might be appropriate participants in this year's development process.

If you have a potential developer whose preferred course/s are not listed, they can still obtain the Virtual Learning Community Online Course Template and begin development of a course that would likely be accepted for inclusion in our library of courses either later this year or next year.

Center One: Computer Programming, Networks, and Maintenance

CIS 115	Introduction to Programming & Logic
CIS 215	Hardware Installation/Maintenance
CIS 216	Software Installation/Maintenance
CIS 286	Systems Analysis & Design
CSC 134	C++ Programming
CSC 139	Visual Basic Programming
CSC 148	JAVA Programming
NET 110	Data Communications/Networking

Center Two: Accounting and Mathematics

ACC 120	Principles of Accounting I
ACC 121	Principles of Accounting II
ACC 150	Computerized General Ledger
BUS 121	Business Math
BUS 225	Business Finance
ECO 252	Principles of Macroeconomics
MAT 115	Mathematical Models
MAT 161	College Algebra

Center Three: Communication and Humanities

ACA 111	College Student Success
BUS 260	Business Communication
COM 110	Introduction to Communication
ENG 112	Argument Based Research
ENG 113	Literature Based Research
ENG 114	Professional Research & Reporting
ENG 131	Introduction to Literature
HUM 115	Critical Thinking
MUS 110	Music Appreciation

Center Four: Computer Applications

CIS 111	Basic PC Literacy
CIS 130	Survey of Operating Systems
CIS 147	Operating System-Windows
CIS 152	Database Concepts & Applications
CIS 165	Desktop Publishing I
CIS 169	Business Presentations
MED 121	Medical Terminology I
MED 122	Medical Terminology II
OST 136	Word Processing
OST 236	Advanced Word/Information Processing

Center Five: Business Management and Marketing

BUS 137	Principles of Management
BUS 153	Human Resource Management
BUS 230	Small Business Management
BUS 238	Integrated Management
BUS 239	Business Applications Seminar
MKT 120	Principles of Marketing
MKT 123	Fundamentals of Selling
MKT 220	Advertising & Sales Promotion

Center Six: Applied Social Sciences

BUS 115	Business Law I
BUS 116	Business Law II
CJC 111	Introduction to Criminal Justice
CJC 121	Law Enforcement Operations
HIS 122	Western Civilization II
HUM 110	Technology & Society
LEX 110	Introduction to Paralegal Study
POL 120	American Government

Nomination Form

For each nominee, list a name, course/s they would be interested in developing, and preferred email address. We'll get in touch with nominees to find out more about their background. Please confer with potential developers before nominating them.

COLLEGE: _____

PERSON COMPLETING
THIS FORM: _____

EMAIL ADDRESS _____

SIGNATURE OF PRESIDENT OR
CHIEF INSTRUCTIONAL ADMINISTRATOR:

NOMINEES:

NAME	E-MAIL ADDRESS	COURSES WILLING TO DEVELOP (list in order of preference)
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Return by fax to Neil Hollands (919-733-0680), by September 28, 2000.