



## Application for Offering a Course Using a Distance Education Format

1. Course Prefix and Number: CIS 294

Course Title: Seminar in Internet Technologies

Course Description:

Students in this course will research, study, and discuss current and emerging topics, issues, and trends in Internet technologies. Formal class presentations as well as individual and/or group projects involving Internet technologies will be required. Prerequisites: Admission to the CIS program and CIS 253; or consent of instructor.

Course Objectives/Competencies:

Upon successful completion of this course, the student can:

1. Research, understand, discuss, and report on in-depth topics, issues, and trends related to current and emerging Internet technologies.
2. Develop solutions to cutting-edge problems involving Internet technologies through individual and/or team projects.

2. Effective date (semester and year): First Summer Session, 2004
3. Describe the type of distance learning delivery method to be used.

This course will be taught via the Internet.

4. Describe how the course will achieve, in new ways, the same learning outcomes as when the course is taught by traditional delivery methods.

This course will be taught as a web-based distance course, using an online course management system. Traditional features such as homework assignments and exams will be supplemented with online chats, threaded discussions, and web-based content delivery. Attendance at an orientation session and other “live” events may be required and will be listed in the course syllabus. Submission of assignments via email or a course management system drop box may also be required. If the course has a lab component, completion of lab assignments may require attendance onsite at LCC or other facilities.

5. Describe the availability of related services such as labs, library, research, and supplemental information.



Signatures of Approval for Internal LCC Proposals

Program/Area:

Computer Information Systems

Program/Area Coordinator:

Thurs P... (signature)

Date: 03/11/04

Division:

Behavioral Sciences and Information Systems Technologies

Division Program Development Committee Chair:

Anthony... (signature)

Date: 2/20/04

Division Chair:

Debbie... (signature)

Date: 3/11/04

Academic Council for Lexington Community College Chair:

... (signature)

Date: 4-21-04

This form is applicable for proposals that do not have to be submitted to the UK Senate. Examples include but are not limited to the following:

- Application for Removal from General Education List
• Application for Inclusion on General Education List
• Addition to, Change in, or Deletion from Lexington Community College Credit for External Experiences Manual
• Application for Offering a Course Using a Distance Education Format

ACADEMIC COUNCIL  
FOR  
LEXINGTON COMMUNITY COLLEGE

PROPOSAL CHECKLIST

Initial

Date

Faculty Member

Prepares proposal

Obtains approval from program/area faculty and signature of program/area coordinator

Submits form to Academic Affairs and division Program Development Committee

Forwards proposal to appropriate KCTCS program development contact

*[Handwritten initials]*

Division Program Development Committee Chair

Calls meeting of committee

Conducts vote on approval of proposal

Signs proposal form and forwards proposal to Division Chair if committee

approves proposal, or sends proposal back to faculty member with suggestions if committee does not approve proposal

*[Handwritten initials]*

*2/13/04  
2/20/04  
2/20/04*

Division Chair

Places proposal on division meeting agenda

Conducts vote on approval of proposal

Signs proposal form and forwards proposal to Academic Council Chair if

division approves proposal, or sends proposal back to faculty member with suggestions if division does not approve proposal

*[Handwritten initials]*

*2/20/04  
2/27/04  
3/11/04*

Academic Council Chair

Places proposal on Academic Council meeting agenda when required materials are received by deadline

Circulates proposal to College faculty

Assigns primary reviewer for proposal

Invites faculty member responsible for proposal to Academic Council meeting

Sends proposal to Academic Council members

Conducts vote on approval of proposal

Signs proposal form if approved

Forwards proposal to the UK Senate Council and UK Registrar if

Academic Council approves proposal, or sends proposal back to faculty member with suggestions if Academic Council does not approve proposal

Notes:

- This checklist is applicable for all program and curriculum proposals.
- After Academic Council approval, the faculty member submitting proposal is responsible for making any requested changes and submitting revised form to the Academic Council recording secretary within one week.
- To ensure implementation for the following Summer session and Fall semester, proposals should be approved by Academic Council no later than the December meeting.
- To ensure implementation for the following Spring semester, proposals should be approved by Academic Council no later than the May meeting.
- Agenda items for Academic Council meetings are due by the 15<sup>th</sup> of the preceding month in order to be considered.
- For more information, consult the Academic Council web page at <http://www.uky.edu/LCC/PRES/Academiccouncil/academiccouncil.html>.