

1. COURSE DEVELOPMENT AND DELIVERY

The majority of the project funds are being used to develop coursework for distance delivery. This has included support of faculty release time and support services (assistance and development of courses and their delivery). The support services that have been funded include instructional design, graphics, videography, photography, videotaping, Web course design, and computer assistance.

Goal 1A. Staff will be hired or re-assigned to create a course development production team to meet the course design and development needs of the project.

Between the period of June 1999 and June 2000, funds were transferred to the Informational Services (IS) Department for the partial or full salaries of eight course development positions, two infrastructure support positions, and one faculty training position. Eleven positions in total making up 7.03 FTE. All of the positions were dedicated to supporting the work of this project at the percentage of FTE paid for by the project. Nine of the positions were filled over this reporting period, but two positions (Graphic Artist 1 and Videographer) were not filled. Table 2 below lists the positions hired or re-assigned to facilitate course development.

Table 2. Course Development Team

Position Title	Classification	Status	FTE
Multimedia Programming Leader	Unclassified	Filled	0.5
Database Administrator	Unclassified	Filled	0.45
Distributed Learning Developer	Unclassified	Filled	0.5
Instructional Designer	Unclassified	Filled	1
Systems Administrator	Unclassified	Filled	0.25
Photographer	Unclassified	Filled	0.25
Multimedia Programmer	Classified	Filled	1
Multimedia Programmer	Classified	Filled	0.75
Graphic Artist III	Classified	Filled	0.33
Graphic Artist I	Classified	Unfilled	1
Videographer	Classified	Unfilled	1
FTE - Information Services		TOTAL	7.03

Course Development

Over this reporting period, 24 distance education courses were funded and developed (see Table 3). Out of these, 20 of the developed distance education courses supported all of the project target undergraduate majors and two of the project graduate majors (Liberal Studies, Natural Resources, Environmental Sciences, General Agriculture, Nutrition and Food Management, and Teacher Education/Preparation/Certification).

During the planning phase of the course development, the development team met at least once with all 24 instructors of the courses that were to be developed. The meeting assessed what was needed and appropriate team members to work on the development of each course depending on the technology to be used (videography, Web, Interactive TV, etc.). The level of involvement between the instructor and the course development team varied. Some instructors hired their own developers to design and develop the web components of their course. Other instructors provided the course content and worked cooperatively with the development team to develop the course. The timelines for course development has not been a constant. Timelines have been based on the amount of time needed to complete the course. On average, courses funded under this project have taken 120 days to complete.

Work Group Support. The course development team also performed all the Department Computer Administrator (DCA) or IT duties. These duties include: software/hardware installation and maintenance, software/hardware upgrades, systems installations, routine/emergency maintenance.

End User Support. The course development team members supported all team products. This included supporting both instructors and students for the courses. The development team supported both internally developed course products, and the blackboard system and its users. This support included changing user passwords, trouble-shoot access difficulties, creating new courses, rolling over courses (clearing student information from one term to the next).

Course Development. Members of the course development team designed, analyzed and coded programs in HTML, CFML, ODBC, PL/SQL, SQL and JavaScript in a World Wide Web browser based environment in support of the project. Members developed and modified web-based applications, produced and maintained courses contained within the Blackboard environment, and provided consultation and guidance for instructors.

Systems and Infrastructure Design. The course development team supported systems and maintenance of the products created by the team and instructors. This included the periodic assessing of the effectiveness of the products and suggested revision based on user and staff input. Team members also provided basic UNIX/Database system administration for course development.