Texarkana College

Distance Education Course Standards
Course Certification Checklist

The Texas Higher Education Coordinating Board stipulates that all courses delivered electronically must adhere to *The Principles of Good Practice for Electronically Offered Academic Degree and Certificate Programs (PGP)*. To comply with this directive, Texarkana College has established its Distance Education Course Standards, which are designed to align with the PGP.

The Distance Education Course Certification committee, which is a standing subcommittee of the Technology/ Distance Learning Committee, is responsible for reviewing Texarkana College's distance education courses to ensure compliance with these standards. This committee is composed of the Distance Education Coordinator, OIT Media Specialist, and two committee members who currently teach online classes. If the Distance Education Coordinator or the two committee members' class is up for certification, substitutes on the committee will be used.

Certification is required for all new online courses. It is also required for new sections of established online courses that are being taught by newly trained instructors who have not previously designed an taught an online course at TC. Certification for those courses must be complete before the course section can be made available to students

The attached document details the committee's finding for the certification of the following course.

Course Number	
Course Title	
Instructor/Designer	
Review Date	

Compliance

- [ ] Full Compliance
- [ ] Compliance with Recommendations
- [ ] Non-compliance

Review Team

1.

2.

3.

4.

Second Review Date (if necessary)