



GUIDELINES FOR THE PARTICIPATION OF GEORGIA'S INDEPENDENT COLLEGES AND UNIVERSITIES IN THE *SOUTHERN REGIONAL ELECTRONIC CAMPUS*

The Georgia Independent College Association (GICA) will oversee a selection process in which Georgia's independent colleges and universities will submit courses and programs to be included in the *Southern Regional Education Board's Electronic Campus*. The process has been developed in cooperation with the Georgia Board of Regents staff. Guidelines for the selection process are as follows:

1. GICA President and Director of Research will serve as the review team for submissions to the *Electronic Campus* from private, not-for-profit colleges in Georgia.
2. The Review Team will invite all Georgia independent colleges and universities to submit courses and programs for approval, establish timelines and procedures for submissions, review courses and programs submitted and recommend those which were approved. The Review Team would provide responses for those courses and programs, which were not approved with suggestions for improvement.
3. GICA will submit to the *Electronic Campus* those courses and programs which were approved.
4. Private colleges who wish to have their courses or programs reviewed would agree to:
 - Propose courses which are part of their inventory, have been previously offered in distance learning mode, and that carry degree credit suitable for transfer;
 - review all courses against the Principles of Good Practice prior to submission to GICA;
 - designate an individual ("institutional coordinator") from each institution to serve as the contact for *Electronic Campus* staff;
 - submit courses in accordance with *Electronic Campus* guidelines;
 - develop a "transitional page" and provide all required information for posting on the *Electronic Campus* Web site;
 - collect and report on enrollments in courses listed in the *Electronic Campus*; and
 - participate in evaluation and assessment activities and report the results to GICA and SREB.