

Western Nevada College  
Distance Education Committee  
Bylaws

**ARTICLE 1: NAME, REPORTING CHAIN, AND OPERATIONAL CONTACT**

The Distance Education Committee is a standing college committee that reports directly to the College Council. The Vice President of Academic Affairs serves as the operational contact for this committee.

**ARTICLE 2: MISSION AND GOALS**

To empower Western Nevada College with quality course oversight and support of course offerings within the Learning Management System of Western Nevada College.

**Goals**

- Oversight and review of the Distance Education Policy
- Oversight of the process of reviewing courses.
- Review of LMS based course data.

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- L. If a committee member is unable to serve out the full-term, the college president will appoint a replacement member within thirty working days of the individual's resignation. If requested by the president, the committee will assist in recruiting new members.

#### ARTICLE 4: OFFICERS

- A. The committee elects its officers by majority vote at the May meeting of the preceding academic year.
  - a. Officers serve one-year terms and may serve more than one term.

Chair:

The Chair shall:

1. ;
2. Recommend a meeting schedule for the committee at the beginning of the academic year; Preside at meetings of the committee; Send out an agenda for meetings, ideally three days prior to the meeting; Submit the committee's annual goals in the fall and year-end report to College Council per College Council's Guidelines; Serve as a tiebreaker for all votes taken by the committee requiring majority; and Serve as liaison betwøprity

c. The chair shall establish a code of conduct that is consistent w

6. Once amended, the bylaws are to be reviewed and approved by College Council.

Approved by the committee: May 2022  
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Revised by the committee: