

# DIVISION OF CONTINUING STUDIES AND PUBLIC SERVICE

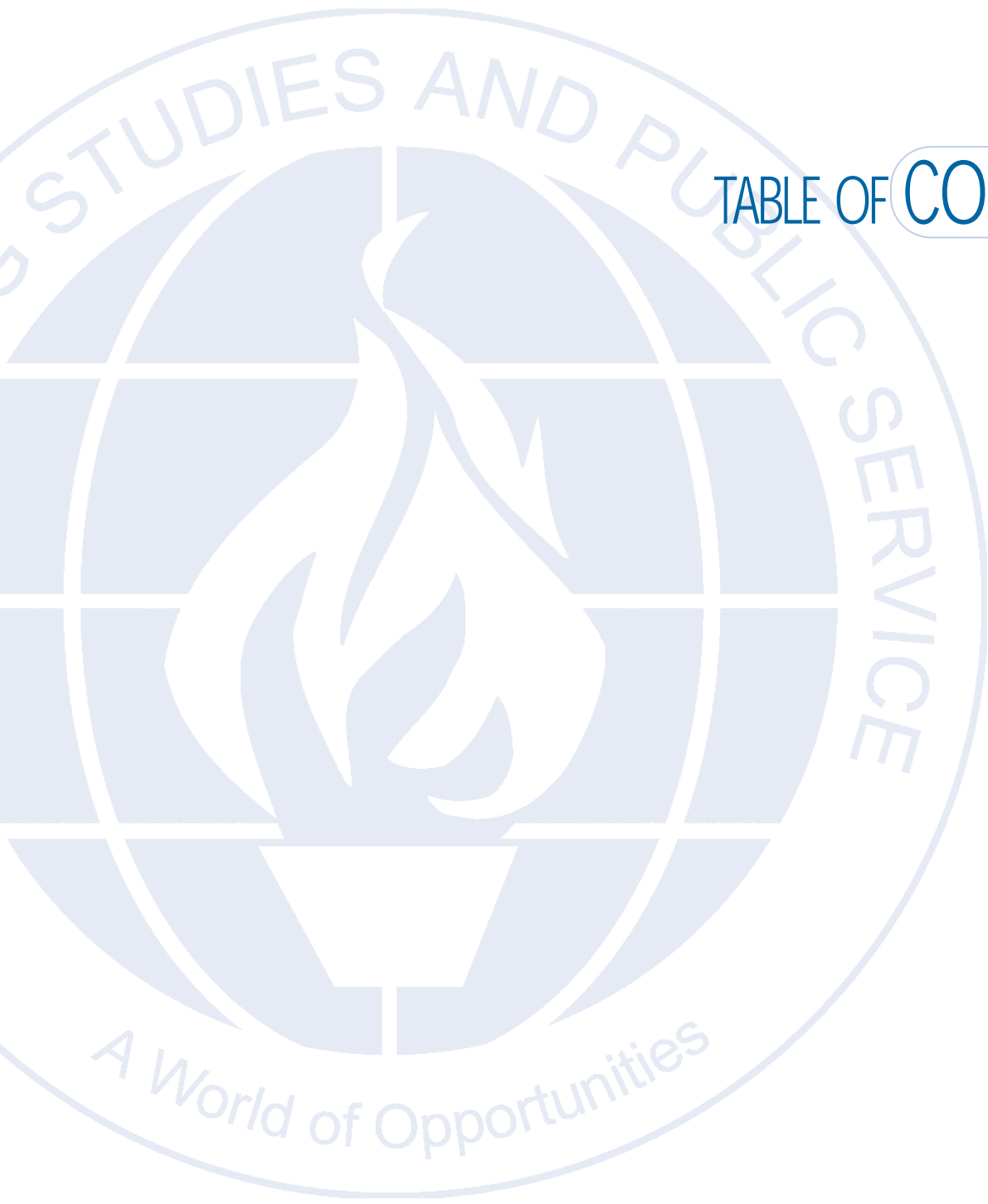


40 YEARS OF EXCELLENCE

# 2003-2004

A N N U A L R E P O R T

MIDDLE TENNESSEE STATE UNIVERSITY



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Committed to Service, Quality, and Excellence  
**DIVISION OF CONTINUING STUDIES AND PUBLIC SERVICE**  
Middle Tennessee State University • Murfreesboro, Tennessee  
[www.mtsu.edu/learn](http://www.mtsu.edu/learn)

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As everyone in the division works toward the University's goals in the months and years to come, we will do so in a spirit of teamwork . . . looking forward to the opportunities and successes that we are to encounter . . .

**ROSEMARY W. OWENS**  
 Dean, Division of Continuing  
 Studies and Public Service

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**MIDDLE  
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CS065-0305

# INTRODUCTION

## MISSION

The Division of Continuing Studies and Public Service at Middle Tennessee State University extends the University's resources through partnerships, outreach, and distance learning to provide high-quality educational opportunities for lifelong learners.

The division plays an integral role in meeting the goals of the University by offering excellence in academic, personal enrichment, and professional development programs. These programs serve diverse populations, enhance the quality of life and economic development, and allow stakeholders to reach their educational objectives and cultural and social goals, helping them compete economically.

## VISION

During the next five to ten years, the Division of Continuing Studies and Public Service will become a leader in continuing education. We will be known on campus, locally, regionally, nationally, and internationally as a developer, producer, and provider of quality programs. We will become the preferred middle Tennessee resource for educational services. We will be a leader in delivering degree and non-degree programs using state-of-the-art technology. The division will play a major role in University public service.

## OVERVIEW

The Division of Continuing Studies and Public Service is the community service arm of MTSU, providing academic outreach, professional development and personal enrichment opportunities, and workforce training and evaluation for middle Tennessee residents and their employers. The division extends the University's services to adults wishing to return for academic credit coursework, persons interested in personal enrichment, professionals wanting to update their skills, and groups needing conference planning assistance. In addition, the division coordinates the summer and evening schools.

## DIVISION SUMMARY

Throughout the 2003–2004 fiscal year, the Division of Continuing Studies and Public Service (CSPS) spent the twelve months improving, both internally and externally.

Division members showed—by example—that they believe in higher education. Five team members earned such advanced degrees as the Ed.S. (education specialist), the Master of Business Administration, the Master of Business Administration with management emphasis, the Master's in Education (administration and supervision), and the Master of Fine Arts in Writing.

Five-year comparison statistics reveal that if the division builds and creates quality products students will participate and enroll. For the first time, there are multiyear numbers in our annual report to illustrate our growth over the last five years.

The Academic Outreach and Distance Learning (AODL) area conducted a marketing blitz over this fiscal year that included two area newspapers and three mid-state FM radio stations as well as a variety of new marketing materials. AODL enjoyed tremendous growth over the past five fiscal years with 38,804 enrollees in correspondence courses, telecourses, off-campus courses, online courses, video-conferencing courses, and courses offered as part of the Regents Online Degree Program (RODP).

The new fiscal year finds the Professional Development and Personal Enrichment (PDPE) unit of the division increasing offerings and programs. Over the past five years, PDPE has enrolled nearly 16,000 students and issued over 24,000 CEUs through courses, workshops, and programs in areas such as business, government, education, medical and health services, technology, and the creative and applied arts.

One of the PDPE programs in the spotlight in this report is The Writer's Loft, MTSU's new low-residency certificate in creative writing. During 2003–2004, the program started with nine students, and 19 students enrolled for fall 2004. The program is well on its way to its maximum capacity of 50 students. Mentors and students in The Writer's Loft are publishing novels, nonfiction pieces, and poems through Southeast Missouri State University Press, the *Stories from the Blue Moon Cafe III* anthology, and the *Tar Wolf Review*. Our students have gained admission to competitive writing programs such as the Sewanee Writers' Conference at the University of the South and the Master of Fine Arts in Writing program at Spalding University in Louisville, Kentucky.

High technology continues to be an important cornerstone of the division's success. At the time of this report's publication, the CSPS Planning Team is upgrading our marketing video to a CD-ROM product scheduled to be released during the new fiscal year. The division's Web site remains a key component to our operations. Many of our programs have companion Web sites that allow us to get the word out with a minimum of financial investment. For the first time, we installed Internet usage software on our site ([mtsu.edu/learn](http://mtsu.edu/learn)) on February 17, 2004. From that date until the end of June 2004, the site had a total of 12,426 users who visited 20,051 pages. On average, the site had 110 visitors each day with each visitor spending a little over three minutes on the site.

Everyone at the Division of Continuing Studies and Public Service knows that each fiscal year will arrive with opportunities for growth and change, and we look forward to what the future holds.

## FROM THE DEAN

As dean of MTSU's Division of Continuing Studies and Public Service, constantly I remind myself of the importance of the *public service* aspect of our operations. In addition to serving our students, building quality programs, and fulfilling the administrative responsibilities that come along with being a part of MTSU, we are part of a larger community at the division level as well as on an individual basis.

This division's 25 employees are active in nine professional organizations and 14 community service organizations, and over this fiscal year we played an important role in two national events: the United Way Day of Caring and the American Heart Association's Chili Luncheon.

As part of the official Rutherford County United Way 2003 Campaign kickoff, that organization paired 20 groups in the county with 20 different community-service-oriented projects, and our division was lucky enough to be one of those chosen. Some groups did things like clean up neighborhoods and cut grass, and we chose to sponsor a book drive and give books to preschool children. The Division of Continuing Studies called its effort "Books for Little Kids," and we gathered and donated 168 books. Those books went to the Rutherford County United Way's "Success by Six" initiative, and we presented some of them to the Wee Care Daycare in Murfreesboro on September 11.

For the second consecutive year, we sponsored a chili luncheon for the American Heart Association's (AHA) Annual Heart Walk, that organization's signature fundraising event that promotes physical activity and heart-healthy living. Last October, we raised nearly five hundred dollars for the AHA by sponsoring the chili luncheon. Division personnel volunteered their time and gave the supplies needed for the luncheon, and others at MTSU donated things such as drinks and cookies.

One wonderful consequence of our community service is the establishment of mutually beneficial partnerships with business, industry, and nonprofit organizations. Establishing strategic partnerships is one of the three strategic goals included in MTSU's 2002–2012 Academic Master Plan (AMP), our University's formal blueprint for excellence in higher education. The other two goals are academic quality and student-centered learning.

As part of our commitment to these three goals, all of the division's plans and reports are now organized and presented with the AMP in mind. These include MTSU goals, division goals, SACS IE plans, division financials, and department to-do lists. In fact, if you look at this report's table of contents, you will see that our new approach mirrors the AMP's goals.

As you read through this report, please notice the many ways in which we have incorporated community service into our operations.

Everyone in the division looks forward to another year of public service, all done in a way that complements the University and the Academic Master Plan.

Rosemary W. Owens  
Dean, Division of Continuing Studies and Public Service

## CSPS 2002–2006 STRATEGIC GOALS

- Establish excellence in management throughout the division by creating a (results-focused) culture of accountability and high performance.
- Ensure that the division provides a student/client-centered environment that enhances learning outcomes and customer satisfaction.
- Develop and strengthen quality academic and professional programs that will allow Tennessee citizens to reach their educational objectives, attain cultural and social goals, and compete economically with the most progressive states in the region (THEC Goal 5 and TBR Mission).
- Position ourselves as a valuable, integral part of the University community and a desirable partner in the middle Tennessee region; strengthen our programs by diversifying our funding sources; ensure quality and access in continuing education by providing funds for scholarships and faculty/instructor development; and serve as the medium for RODP, B.Unv.S., online degree graduates, and certificate programs.

## AODL ACADEMIC OUTREACH AND DISTANCE LEARNING DEPARTMENTAL HIGHLIGHTS



2003-2004 AODL Staff

- Retained 77 percent of students in distance learning classes in Spring 2004. Students received a grade of A, B, C, D, or Incomplete.
- 16 percent of RODP majors responding to the graduating senior survey indicated that they plan to go to graduate school next year. 61 percent plan to earn a master's in the future.
- RODP graduates in Spring 2004 had an average score of 451 on the Academic Profile Exit Exam (higher than the national average of 450).
- 100 percent of respondents to the RODP alumni survey stated that they would recommend the program to others.
- Of 562 student respondents, 92 percent were satisfied or very satisfied with their distance learning courses.
- RODP academic advisement was rated at a higher satisfaction level (83 percent) than the MTSU average of 66 percent.
- Bachelor of University Studies academic advisement was rated at a higher satisfaction level (90 percent) than the MTSU average of 66 percent.
- Seven MTSU faculty members earned the Certified Online Instructor (COI) designation through the Learning Resources Network (LERN). These exceptional faculty members were Dr. Patricia O'Leary, Dr. Donald Kendrick, Dr. Nghiep Nguyen, Dr. Sandra Neal, Dr. Carol Ann Baily, Dr. Karen Ward, and Dr. Hari Garbharran.
- Funding was approved for four additional MTSU faculty members to participate in the COI program for a total of 20 who will possess the designation.
- A new handbook was developed to provide information and assistance to MTSU faculty members wishing to develop and deliver online courses for MTSU and the Regents Online Degree Program.
- The office coordinated the logistics of the Seigenthaler Lecture Series events when former Vice President Al Gore was the featured guest and for the Family Centered Community Building course when Gore was present.
- Five correspondence faculty members developed WebCT components for their courses.
- Staff members converted all sites to video-over-internet-protocol (IP) capability. The new technology allows equipment to connect at higher speeds and provides better quality at lower cost.

## Faculty Awarded for Innovations

MTSU faculty members received Innovations Awards at the 8th Annual Distance Learning Conference entitled "Keeping Students Connected Around the Globe." Those recognized at the February 19, 2004, Nashville event were **David Gore**, **Nancy McCormick**, **Kelly McKee**, and **John Vile**.

The Tennessee Board of Regents Distance Education Committee sponsored the ceremony and luncheon. The four MTSU educators, three faculty members, and one chair, were among 25 recipients from TBR institutions who were honored with the awards.

A brochure about the honor states, "The award recognizes the demonstrated success of creative and original activities in the distance learning field, including Web courses, two-way audio/video courses, telecourses, and any form of computer-based courses. Competition is open to full-time and adjunct faculty, professional staff, technical staff, and community leaders/friends of distance education."

**David Gore**, assistant professor, Engineering Technology and Industrial Studies, was the first ETIS faculty member to teach a videoconferencing course and a telecourse at MTSU. He received a 2003 Distinguished Educator in Distance Learning award from MTSU. He is interested in developing more engineering technology courses for distance learning so that people both statewide and nationwide can participate.

**Nancy McCormick**, associate professor, Developmental Studies, has been teaching intermediate algebra as an online course since fall 2001. Recently, she incorporated streaming video into her course. She participates in professional development and makes improvements to her course to increase student learning and retention.

**Kelly McKee**, instructor, English, came to MTSU in fall 1996 to develop the University Writing Center and eventually moved into teaching online courses. She is the only instructor to offer English composition courses online.

**John Vile**, professor, Political Science, has served as department chair since 1989. During his tenure, the Department of Political Science has offered many distance learning courses through the Regents Online Degree Program, online courses, correspondence courses, and telecourses, according to TBR materials. He has written and edited more than a dozen books and is a pre-law advisor, mock trial coach, and member of the board of the American Mock Trial Association.

"Only three faculty members from each TBR institution receive the award each year," said Dianna Zeh Rust, director of Academic Outreach and Distance Learning, Division of Continuing Studies and Public Service. "Dr. Vile was nominated because, as a chairholder, he has been a supportive leader of faculty members contributing to the distance education field."

## QUOTES

I thoroughly enjoyed taking classes this way and will continue to do so throughout my college years.

**Telecourse Student**

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I live far away and work. Being a single mother, taking courses off campus is very convenient for me.

**Student in MUED 3210 at CSCC**

## FACULTY MEMBER PROFILE

### AODL Faculty Member Profile: Dr. Patricia O'Leary

MTSU School of Nursing Associate Professor Dr. Patricia O'Leary is Middle Tennessee State University's first Certified Online Instructor (COI). She earned the COI designation on September 4, 2003, through the Learning Resources Network (LERN). The certification demonstrates an instructor's knowledge of online teaching benchmarked by a standard of achievement developed by the leading thinkers and practitioners in the field. Sixteen MTSU faculty members began the program in the spring semester of 2003. As of April 16, 2004, seven have achieved the certification, and four new candidates have joined the program for a total of twenty who will earn the COI designation. Candidates must complete the following requirements for certification:

- take/complete three core LERN online courses;
- teach at least two online courses;
- have an online course critiqued by LERN;
- have a short, online survey completed by the candidate's students; and
- pass a knowledge exam consisting of 50 questions.

Dr. O'Leary received her D.S.N. in 1990 from the University of Alabama at Birmingham, her M.S.N. in 1980 from Vanderbilt University, and her B.S.N. in 1978 from West Liberty State College. Her research interests include gerontology and instructional technology, and one of her areas of responsibility includes use of instructional technology in nursing education.

Dr. O'Leary was recognized for her COI achievement at the annual MTSU Academic Outreach and Distance Learning Luncheon in December 2003. She also has received the Instructional Technology Award from the MTSU Foundation.

## PDPE PROFESSIONAL DEVELOPMENT AND PERSONAL ENRICHMENT HIGHLIGHTS

- In January 2004, the Vocational Education area launched its new Web site. It's new features include a more customer-oriented layout, resources from recent events, online attendance verification, and a photo gallery.

### Business and Industry

- PDPE provided professional development for persons working in Lean, CQE, Six Sigma, and human resources through the Society for Human Resource Management (SHRM) Learning System offered in Brentwood and the Essentials of Human Resource Management training offered in Murfreesboro, both during spring 2004.
- The Affiliate Broker Prelicense Course, offered each spring and fall, continues to be an extremely popular lifelong learning training program for middle Tennessee.

### Medical and Health

- PDPE provides continuing education for professionals and training opportunities for those interested in the health care field.



Dr. O'Leary has taken the lead with online teaching and learning strategies. She is a previous award recipient and has delivered multiple platform presentations related to online topics.



## DIVISION AWARDS

### Distance Learning Faculty Awards

The 9th Annual Distance Learning Appreciation Luncheon took place on Tuesday, December 9, 2003, in the Tennessee Room of the James Union Building. After an overview of the TEACH Act, a discussion on bringing WebCT in-house, and a demonstration of the new Distance Learning CD-ROM, Distance Learning Faculty Awards were presented to David W. Gore and Kelly McKee.

Distance Learning Faculty Awards have been presented since 1996 to nominated faculty members who have excelled using correspondence, telecourse, online, or videoconferencing as their delivery methods. Nominations for the Distance Learning Faculty Awards are sent to faculty members who have taught in the last year, and an award is presented in each area of distance learning.



(L-R) Rosemary Owens, Brenda Kerr, David Gore, Kelly McKee, and Kaylene Gebert

### David W. Gore, Engineering Technology and Industrial Studies (Videoconferencing and Telecourse)

Gore developed the first original telecourse for the ETIS Department. The final telecourse includes approximately 15 hours of original taped content and additional preproduced video clips. He is conducting research on the differences between students taking telecourses and those taking videoconferencing courses, and he presented a paper on Six Sigma certification for engineering technology students at the 2004 conference of the American Society for Engineering Education. Gore has taught via videoconferencing courses since the fall of 2001, and he participated on the Review Committee to recommend videoconferencing equipment upgrades. According to ETIS Department Chair Walter W. Boles, "Mr. Gore is one of our department's pioneers in distance learning, and he has been instrumental in encouraging other faculty members to participate."

### Kelly McKee, Department of English (Online)

McKee was the first instructor in the English Department to develop English 1010 and 1020 online courses, and her technological achievements have affected and influenced many parts of the MTSU English Department. During her tenure as the director of the University Writing Center, she created an interactive Web site for the center, and she serves on the department's Web-based Curriculum Development Committee. She has conducted WebCT training sessions for the English Department's graduate assistants, adjuncts, and faculty. Using technologies such as Camtasia and Snag-It, McKee has produced animated lessons, and she has used narrated PowerPoint presentations to supplement the standard HTML documents she posts. With Microsoft FrontPage, she has created an English Department Web site that houses a WebCT manual, discipline-specific templates, best practices, and a newsletter she developed for the English Department.

## Public Service Grants and Awards

The Public Service Committee awards grants to faculty and staff members who provide service to the community, region, state, or nation within the bounds of the University mission as executed by its departments. These activities are commonly included under the headings of extension, continuing education, community service, adult education, and consultation.

### Grants for Fall 2003

**Larry Howard**, Management and Marketing (Business), Rape Recovery and Prevention Center (RRPC)

**William Yelverton**, Music (Liberal Arts), MTSU Guitar Festival

**Cindy Smith-Walters**, Biology (Basic and Applied Sciences), Tremendous Trail and Booklet

**Kim Cleary Sadler**, Biology (Basic and Applied Sciences), Tremendous Trail and Booklet

**Pandy English**, Center for Environmental Education, Tremendous Trail and Booklet

**Alan Boehm**, Walker Library (Liberal Arts), Print Culture and Society (two public lectures)

**William Black**, Walker Library (Liberal Arts), Print Culture and Society (two public lectures)

**Janet Higgins**, Art (Liberal Arts), Print Culture and Society (two public lectures)

**Deanna Hahn**, Music (Liberal Arts), 2004 Flute Festival

**Jan Zijlstra**, Mathematical Science (Basic and Applied Sciences), Camp PRISM: Practice in Science and Mathematics

**Rebecca Zijlstra**, Mathematical Science (Basic and Applied Sciences), Camp PRISM: Practice in Science and Mathematics

**Diane Gower**, Elementary and Special Education (Education and Behavioral Science), Camp PRISM: Practice in Science and Mathematics

**Kevin Donovan**, English (Liberal Arts), *Romeo and Juliet*

**Deborah Anderson**, Speech and Theatre (Liberal Arts), *Romeo and Juliet*

**Ron Kates**, English (Liberal Arts), *Romeo and Juliet*

**Jeff Gibson**, Speech and Theatre (Liberal Arts), *Romeo and Juliet*

**Richard Hansen**, Speech and Theatre (Liberal Arts), *Romeo and Juliet*

### Grants for Spring 2004

**John P. DiVincenzo**, Chemistry (Basic and Applied Sciences), Water Quality Field Camps

**Kiyoshi Kawahito**, Economics and Finance (Business), Origami

**Melinda Richards**, Speech and Theatre (Liberal Arts), Mid-Tenn Conference on Communication Disorders

**Debrah Sickler-Voigt**, Art (Liberal Arts), Dr. Tom Anderson's Art for Life

**James Simmons**, Music (Liberal Arts), MTSU Jazz Festival

**Todd Waldecker**, Music (Liberal Arts), 2004 MTSU Honors High School Clarinet Choir

## Grants for Summer 2004

**Patricia Patterson**, Chemistry (Basic and Applied Sciences), Science Olympiad Coaches Fall Workshop

## Awards for 2003–2004

### FACULTY



**Martha Jo Edwards**  
Chairholder, Adams Chair of Excellence in Health Care Services



**Mary Nichols**  
Professor, Electronic Media Communication



**William Ford**  
Chairholder, Weatherford Chair of Finance



**STAFF**  
**Barbara Hensley**  
Advisor, Academic Support Center

## Staff Appreciation Award

### **BRENDA KERR, Information Technology Division**

Brenda Kerr is the 2003–2004 recipient of the Distance Learning Staff Appreciation Award. She has worked as a specialist in the Faculty Instructional Technology Center since 1998. In this position, she has taught 8–10 workshops for faculty and staff members each semester and conducted 50–60 hours each month of individual consultation with faculty members on various instructional technology issues. According to English faculty member Elyce Helford, “Brenda’s one-on-one work with me in learning WebCT was invaluable. She is always available to assist individuals. She is a joy to work with and an excellent teacher.”



Brenda Kerr

## SUMMER SCHOOL

The mission of the University's Summer School is to satisfy students' needs by increasing summer academic course offerings; to establish Summer School as an academically integrated and financially viable entity of MTSU; and to provide opportunities for innovative and experimental programs and activities that fulfill University aims.

The role of the Division of Continuing Studies Summer School Office is to provide central administrative oversight for MTSU's Summer School by establishing and supporting conditions that ensure the success of University-wide summer sessions programming. We are committed to providing a broad range of summer course offerings for both graduate and undergraduate students. These summer offerings augment regular term offerings and provide the opportunity for year-round schooling for those students who have the need or desire.

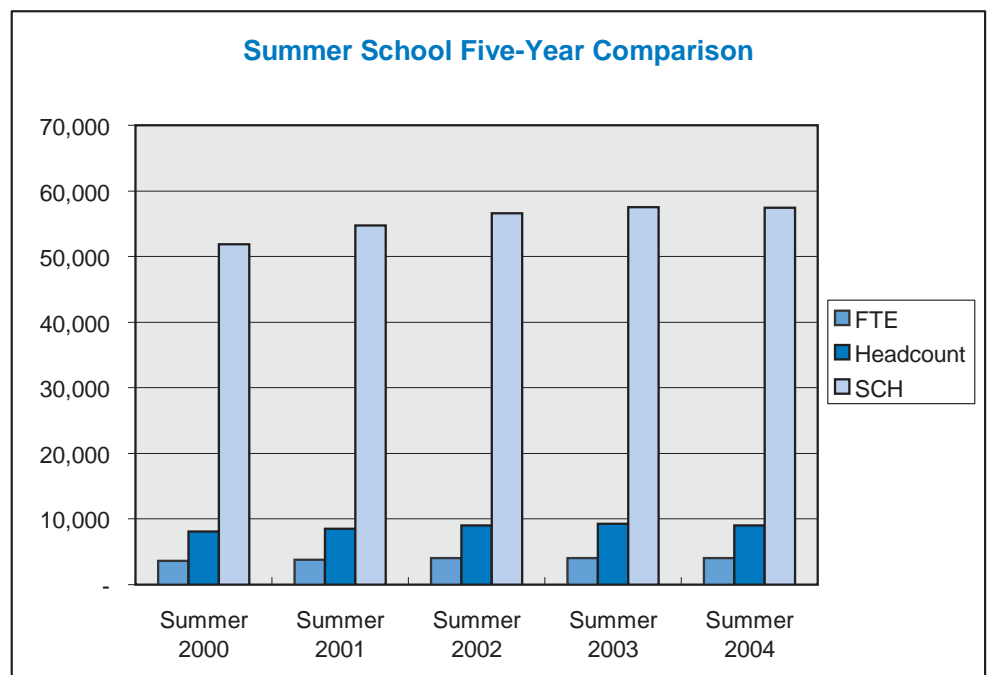
Comparing Summer 2003 with Summer 2004, headcount decreased 2.76 percent; FTE (full-time equivalencies) decreased 0.39 percent; and SCH (student credit hours) decreased 0.05 percent. One possible reason for the decreases was high gasoline costs. Gasoline prices wavered between \$1.90 to \$2.00 per gallon in May. According to commuter students, the cost of gasoline was more than they anticipated, so they could not commute to MTSU to attend classes.

## QUOTES

I have to take my test at this office, and each time the staff is courteous, respectful, and helpful. I used them to reschedule a test and they worked great with my work schedule. Also answered my phone call first time. Very impressive.

Distance Learning Student,  
AODL Testing Center

	Summer 2000	Summer 2001	Summer 2002	Summer 2003	Summer 2004
<b>FTE</b>	3,638.48	3,804.83	4,010.09	4,066.86	4,051.19
<b>Headcount</b>	8,108	8,476	9,025	9,283	9,027
<b>SCH</b>	51,891	54,732	56,603	57,506	57,475



## AODL SUCCESS STORIES

### Student's Online Studies Come Full Circle

Seventeen years after first enrolling at MTSU, Murfreesboro resident Terri Cozort graduated in May 2004. She credits the University's Liberal Studies major and online courses for her accomplishment. "They made it possible for me to complete my last two semesters online," Cozort said.

Terri grew up in a small town in the center of West Virginia, and since she could not afford a college education, she thought that door was closed to her. Though she graduated from high school, she had not met with a guidance counselor and didn't know about financial aid. Later, she married and moved to Murfreesboro. In the fall of 1985, Terri started attending MTSU as an Elementary Education major in hopes of one day educating her children at home.

Over the course of many years, she and her family moved around America, and she took classes at other universities along the way. She eventually returned to Murfreesboro and reenrolled at MTSU.

She said that she needed to finish her degree while remaining at home as her youngest child finishes his high school home-school years and online courses allowed her to do that. Terri explained, "Children have been a large part of my life, having been a 4-H leader, youth group leader, preschool music director, and having four of my own and two grandsons."

Once she finishes her degree, she plans to "be actively involved in working with and for the interests of all children."

### RODP Student Film Debuts

RODP student and Nashville writer Andy Landis debuted her short film, *8-8-88*, March 6, 2004, at a Phoenix event hosting former presidential candidate Ross Perot, U.S. Surgeon General Richard Carmona, and baseball pitching great Curt Schilling.

She received her associate's degree in 1977 and returned to school in Spring 2004 at MTSU in the Regents Online Degree Program to complete a bachelor's.

The film about a man living fully even though trapped in a body ravaged by ALS (Lou Gehrig's disease) was shown at Voices Take Flight, a gala event to raise awareness of the fatal disease and money to find a cure for it. Landis was among those receiving medals honoring their "outstanding efforts" to raise awareness of the disease. ALS is a fatal neurological disorder that compromises the body's ability to control its muscles. Most people die of ALS within three to five years of diagnosis. *8-8-88* is the real-life story of Frank Harmon, who says he came to live more deeply not in spite of his battle with ALS but because of it. "What I thought would kill me brought me life," writes Harmon, who has been unable to speak since 1989.

Landis met Harmon at the VA Medical Center in Prescott, Arizona (where he lives), when she was there caring for her dying father, a decorated World War II hero. Close friends since their chance meeting, Landis and Harmon co-wrote *8-8-88* as a stage drama that won them gold medals from the Veterans National Creative Arts Festival in 2001. When their performance of the play was enthusiastically received, they adapted it to film.



Terri Cozort



Andy Landis

AODL Success Stories cont. on pg. 12

## QUOTES

I have taken many distance learning and off-campus courses, and it has been a tremendous benefit to me. I hope that you increase the courses!

MTSU Off-campus Student

This is a super program!

Student in BIOL 3000 at CSCC

Ms. Burk is very knowledgeable in all aspects of preparing for graduation. She is truly an asset to the advising department at MTSU.

Patricia Walker,  
RODP Major

### AODL Success Stories cont. from pg. 11

"This is a snapshot of two people taking tragedy and making something good of it," said Landis. "I was watching my father die, and Frank was existing in a body that was killing his spirit. We found friendship in the halls of the hospital and brought hope to one another. This story is about hope."

The film headlined the black-tie Voices Take Flight dinner after being shown at a related concert earlier that day featuring the West Point Glee Club. The short piece was produced by Landis and her Nashville-based production company, Shiny Penny Productions, along with independent producer Mary Matthews of Above and Beyond and MPL Media.

Harmon lives at the VA Medical Center in Prescott, where he works out twice a day, writes poetry and short stories, and flirts shamelessly, according to Landis. Three years ago he won the coveted Spirit Award at the Disabled American Veterans Olympics in Colorado, where he skied, climbed a rock wall, and went scuba diving. He says he has a "desire to inspire others with ALS" and plans to "endure till the cure."

## AODL HIGHLIGHTS

### Examinations

- AODL staff members proctored 2,755 exams for students enrolled in distance learning courses.

### Instructional CD

- AODL's first Distance Learning Student Instructional CD was developed and distributed in an effort to retain and assist MTSU distance learning students.

### Enrollment Highlights

- In fall 2003, 856 students were enrolled in Regents Online Degree Program (RODP) classes, resulting in 2,617 student credit hours and 175 Full-Time Equivalencies (FTE).
- There were 285 declared RODP majors served by AODL advisors in spring 2004.
- In fall 2003, there were 186 declared Bachelor of University Studies majors. These majors were advised by AODL, College of Liberal Arts, and College of Basic and Applied Sciences advisors.
- In fall 2003, 4,174 students took classes through distance learning. These students, representing 19 percent of our total enrollment, generated 12,323 credit hours and 836 FTE.
- MTSU students taking only distance learning/off-campus courses numbered 645 in spring 2004, 622 in fall 2003, and 574 in summer 2003.
- AODL enrollment increased by 11.5 percent from 10,079 in fiscal year 2003 to 11,239 in fiscal year 2004.

## Online Courses

- Fifteen new undergraduate online courses were developed:
  - BIOL 1030, Topics in Biology, Dr. Nicole Welch
  - CJA 3230, Police Organization and Administration, Dr. Tae Choo
  - GEOG 2000, Introduction to Regional Geography, Dr. Hari Garbharran
  - N FS 4250, Child Nutrition, Dr. Janet Colson
  - PSY 4480, Learning Theories, Dr. Donald Kendrick
  - YOED 3050, Analysis of Effective Teaching, Dr. Barbara Young
  - JOUR 4250, Mass Media Law, Dr. Larry Burriss
  - NURS 4210, Health Care Research, Dr. Stephen Krau
  - CJA 1100, Introduction to Criminal Justice Administration, Dr. Alexis Miller
  - N FS 2220, Nutrition for the Health Sciences, Dr. Janet Colson
  - NURS 4055, Informatics for the Health Care Professional, Dr. Patricia O'Leary
  - ORCO 4500, Communication Consulting and Auditing, Dr. Sharon Smith
  - NURS 4035, Special Topics in Nursing: Nursing's Image in the Media, Dr. Karen Ward
  - INFS 3100, Principles of Management Information Systems, Dr. Carol Clark
  - PSY 4330, Industrial/Organizational Training and Development, Dr. Steven Jones
- Nine new graduate online courses were developed:
  - ELED 6090, Creating Learning Environments for Young Children, Dr. Kathleen Burriss
  - PSY 5480, Learning Theories, Dr. Donald Kendrick
  - SPSE 6040, Supervision of Instruction, Dr. Joel Hausler
  - SPSE 6520, Studies in Education: Curriculum, Dr. Deborah Bart (for ESL program)
  - F L 6700, Introduction to Linguistics, Dr. Richard Morris
  - FOED 6020, Educational Foundations, Dr. Barbara Young
  - FOED 7080, Contributions of Psychology to Education, Dr. Barbara Young
  - M C 6320, Mass Media and Public Opinion, Dr. Kenneth Blake
  - SPSE 7130, The Curriculum: Structures and Functions, Dr. Barbara Young
- Six new courses were developed for the RODP Master's of Education, Alternative C Licensure, and Add-on Endorsement Programs for summer 2004 delivery:
  - ASTL 6706, Strategies of Learning and Instruction, Dr. Connie Jones
  - ASTL 6701, Teacher as Learner, Dr. Willis Means
  - TEAE 4020, Reading/Writing/Learning Methods for ESL, Dr. Dorothy Craig
  - TEAS 4004/6004, Applied Behavioral Intervention, Dr. Phillip Waldrop
  - TELC 6006, Teachers as Agents for Change, Dr. Dorothy Craig
  - TELC 6005, Teaching and Learning with Technology, Dr. Robbie K. Melton

## Correspondence Courses

- Enrollment increased from 1,367 students in fall 2002 to 1,629 students in fall 2003.
- Nine new correspondence courses were developed by the faculty: ABAS 4100/5100, BMOM 4510/5510, CDFS 3310, ENGL 3390, MKT 3860, MKT 3960, SOC 4550, SOC 4790, and SPED 3010.

## Videoconferencing Courses

- Personnel delivered 15 classes to various off-campus videoconferencing sites with 84 students at remote locations and approximately 175 students at MTSU.

## Telecourses

- The Telecourse unit offered 34 courses to 730 students.

## QUOTES

It allows me to further my education while continuing my career.

**Off-campus Student  
Franklin, TN**

I have taken every kind of Distance Learning course except videoconferencing, and each teacher has had a different system, and it works beautifully every time. Every time it has been challenging but doable and definitely helpful in my goal to stay at home.

**MTSU Distance Learning  
Student**

## 2003-2004 CREDIT STATISTICS

### SUMMER 2003

Correspondence Enrollments: 487  
 Telecourses: 272  
 Off-campus Enrollments: 117  
 Online Enrollments: 749  
 Videoconferencing Enrollments: 22  
 RODP Enrollments: 498  
 Total: 2,145

### FALL 2003

Correspondence Enrollments: 1,629  
 Telecourses: 253  
 Off-campus Enrollments: 495  
 Online Enrollments: 1,184  
 Videoconferencing Enrollments: 45  
 RODP Enrollments: 876  
 Total: 4,482

### SPRING 2004

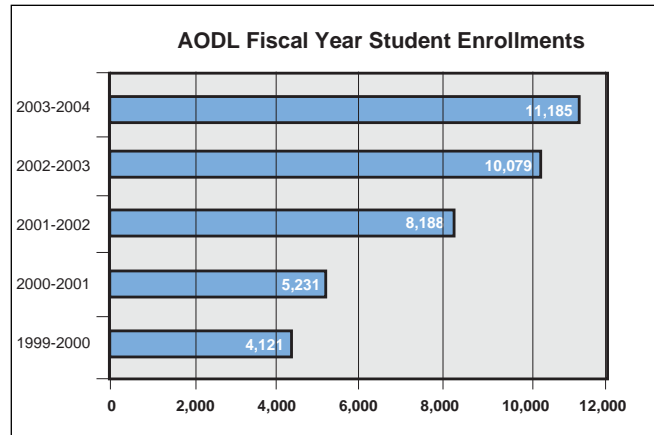
Correspondence Enrollments: 1,629  
 Telecourses: 205  
 Off-campus Enrollments: 438  
 Online Enrollments: 1,400  
 Videoconferencing Enrollments: 30  
 RODP Enrollments: 856  
 Total: 4,558

### TOTALS FOR 2003-2004

Correspondence Enrollments: 3,745  
 Telecourses: 730  
 Off-campus Enrollments: 1,050  
 Online Enrollments: 3,333  
 Videoconferencing Enrollments: 97  
 RODP Enrollments: 2,230  
 Total: 11,185

## AODL STATISTICS

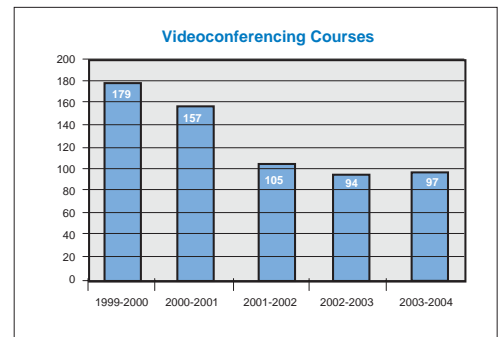
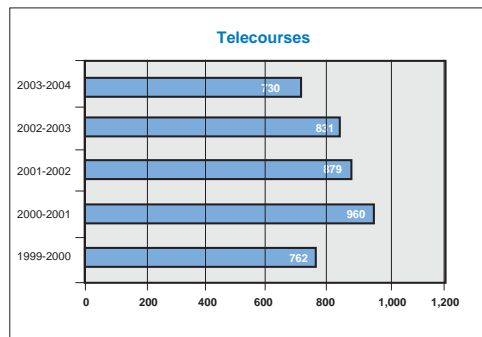
Academic Outreach and Distance Learning experienced tremendous growth over the past five fiscal years in correspondence courses, telecourses, off-campus courses, online courses, videoconferencing courses, and courses offered as part of the Regents Online Degree Program (RODP). From 1999-2000 to 2000-2001, enrollment increased from 4,121 to 5,231. They jumped during the next period to 8,188. Enrollment increased again in 2002-2003 to 10,079, and in the latest fiscal year enrollment reached 11,185.



Over the same fiscal year reporting period, enrollment for correspondence, online, and RODP courses enjoyed a great deal of growth.

Over the past five fiscal years, online courses had 8,338 enrollments; correspondence courses had 13,245 enrollments; telecourses had 4,162 enrollments; off-campus courses had 7,159 enrollments; and the videoconferencing facilities had 632 enrollments. The RODP program, though fairly new, had 5,268 enrollments.

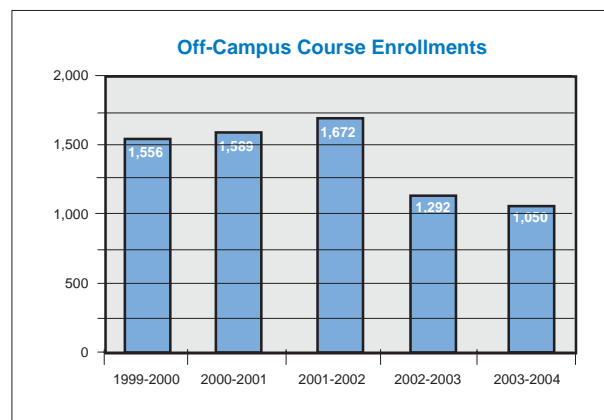
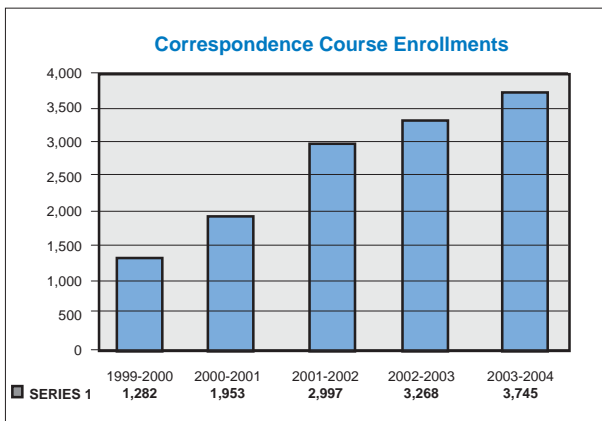
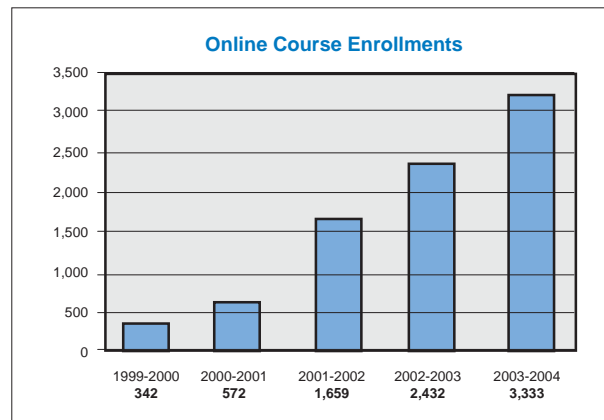
MTSU first offered online courses in the fall semester of 1997, and in the summer of 1999 the Division of Continuing Studies and Public Service enrolled six students. Since that time, online enrollment has exploded. By the end of that fiscal year, online enrollment had reached 342, and the total for the past five fiscal years is over eight thousand enrollments.



THESE STATISTICS ARE FOR A FIVE -YEAR PERIOD



## AODL and Historical Statistics



## QUOTES

Sarah Moore is an awesome advisor. She has answered all my questions and has given me 110 percent.

an RODP Major

### *CSPS Statistics: A Five-Year Snapshot*

*All Continuing Studies and Public Service statistics are recorded and presented in this report on a fiscal year (July-to-June) basis. The data in this report represent fiscal years 1999-2000, 2000-2001, 2001-2002, 2002-2003, and 2003-2004.*

# DIVISION OF CONTINUING STUDIES AND PUBLIC SERVICE

## 40 YEARS OF EXCELLENCE

DIVISION OF CONTINUING STUDIES AND PUBLIC SERVICE  
MIDDLE TENNESSEE STATE UNIVERSITY

In 1962, Dr. Robert Abernathy, who had graduated from Middle Tennessee State Teachers College in 1929 and for many years traveled the state recruiting students, was named director of Field Services. A few off-campus courses were offered at then Middle Tennessee State College. From that inauspicious beginning, the Division of Continuing Studies and Public Service began. By the seventies, the office was called Continuing Education, and the stated purpose was to extend the educational services of the University to individuals and groups other than students on campus.

Through the years the area has responded to the needs of the community and region, offering credit courses and degree programs in other localities and providing opportunities for learning through a huge variety of non-credit courses, including activities for children, self-help courses, crafts and technical training, and business-related training for everyone from the self-employed entrepreneur to the mid-level and upper management of large corporate entities. Just as course content and offerings have changed with the times so have delivery systems.

Join us in a quick look at the world, the nation, MTSU, and at our niche as we've offered FOUR DECADES OF SERVICE.

MTSU headcount: 3,739 in 1962; 8,646 in 1971

Name of the institution changed from Middle Tennessee State College to Middle Tennessee State University in 1965.

Quill E. Cope was president until 1968; Melvin G. Scarlet became president in 1969.

**Office of Field Services** established in 1962 with Dr. Robert Abernathy as director. The basic purpose was to give service through professional cooperation to teachers, supervisors, administrators and others in the area served by the University. The undergraduate catalog description stated that certain courses were offered off-campus and persons could enroll for various purposes:

- To continue college training toward a degree while employed
- To renew a teacher's certificate
- To secure a higher grade certificate
- To add a professional training to a liberal arts education
- To add a professional training to the practices and procedures

## 1962 - 1972

The Soviet missile crisis threatens

Cuba • The Russians put the first woman into space • U.S. President John F. Kennedy is

assassinated and Vice President

Lyndon Johnson becomes president • Marines are sent to Vietnam and air strikes begin •

China undergoes "Cultural Revolution" • Six Day War between Israel and Arabs is fought

• U.S. astronauts land on the moon • Martin Luther King and Robert Kennedy are assassinated

• U.S. troops invade Cambodia • Communist China replaces Taiwan in United Nations

FIRST-CLASS STAMP, 1962: \$ .41

MINIMUM WAGE, 1962: \$1.15

Sources: MTSU Student Profiles Fall 2003; MTSU Catalog; The New York Public Library; Daily Reference; Bureau of Economic Warfare; U.S. Department of Labor; Employment Security Administration; Wage and Hour



## The Trunk

A Creative Companion to the Writer's Loft:  
MTSU's Low-Residency Certificate in Creative Writing

Spring 2004 Semester

[www.mtsu.edu/~theloft](http://www.mtsu.edu/~theloft)  
Middle Tennessee State University  
Murfreesboro, Tennessee

Division of Continuing Studies and Public Service

## The Writer's Loft: MTSU's Low-Residency Certificate in Creative Writing

Spring 2004  
Orientation Weekend  
January 17-18

Middle Tennessee State University  
Murfreesboro, Tennessee  
Division of Continuing Studies and Public Service

## SUMMER/FALL 2004

## MIDDLE TENNESSEE STATE UNIVERSITY

### Academic Outreach and Distance Learning Bulletin

- Correspondence Courses
- Online Courses
- Telecourses
- Videoconferencing Courses
- Off-Campus Courses

Middle Tennessee State University  
Academic Outreach and Distance Learning  
1301 East Main Street  
Murfreesboro, TN 37132  
(615) 898-5611  
[www.mtsu.edu/learn](http://www.mtsu.edu/learn)



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- Conference Planning
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- Noncredit Workshops and Leisure Courses
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Let's discuss the opportunities waiting for you.  
Call (615) 898-2177 or visit [www.mtsu.edu/learn](http://www.mtsu.edu/learn) for more information.

Division of Continuing Studies and Public Service  
Committed to Service, Quality, and Excellence  
Middle Tennessee State University • Murfreesboro, Tennessee

**MIDDLE TENNESSEE STATE UNIVERSITY**



**PROFESSIONAL DEVELOPMENT**

LIFELONG LEARNING  
a Division of Continuing Studies  
**FALL 2004 Catalog**

Middle Tennessee State University

**Prevention Through Understanding:**  
Investigating Unexpected Infant Death

**Managing Sudden Infant Death**

Presented by the Tennessee Department of Health, Tennessee Department of Children's Services,  
and the Medical Examiner's Office in collaboration with Middle Tennessee State University

## PDPE SUCCESS STORIES

### The Writer's Loft

#### MTSU Offers Unique Creative Writing Experience in The Writer's Loft

Aspiring authors from Memphis to Mountain City now have a chance to study the craft of writing with the help of The Writer's Loft, MTSU's low-residency certificate program in creative writing. Part of the University's Continuing Studies initiatives, the 18-month program allows a huge range of students spanning many different generations, lifestyles, and schedules the opportunity to pursue their craft on a customized, individual basis.

"Our mentors are essential to The Writer's Loft's success," said Roy Burkhead, a marketing and development coordinator with MTSU and a driving force behind the program. "Mentors and students meet for a weekend of orientation where the students decide whether to write fiction, memoir, nonfiction, or poetry, and then everyone returns home, wherever home may be."

"Studying creative writing in a low-residency format is the ideal situation because writers should be home writing, not sitting in class," said Charlotte Rains Dixon, an award-winning writer from Portland, Oregon, and one of the program's mentors. "A mentor in a low-residency program respects the student's writing on its own terms and exists to guide that writing to excellence." Burkhead agreed, adding, "The Writer's Loft is a supportive, open, creative environment."

"Almost every good writer has a mentor at some point in his or her career," said Jason Hunt, a former mentor with The Writer's Loft. "Take Hemingway, for example. Where would he have been without Sherwood Anderson, Gertrude Stein, and F. Scott Fitzgerald?"

Each mentor is given no more than five students to work with throughout the semester. The students mail packets of writing to their mentors approximately every five weeks. In turn, the mentors evaluate the work and send the writing back to the students with detailed comments. Some mentors come from MTSU's English Department while others work from their homes in Oregon, Alabama, Tennessee, Georgia, and Kentucky. Some mentors possess M.A. degrees in English, one has a Ph.D., and most have earned Master of Fine Arts in Writing degrees from schools in Vermont and Kentucky.

In addition to being part of The Writer's Loft's administrative support team, Burkhead recently earned an M.F.A. in Writing degree and he just finished his first novel. "Our mentors work out beautifully," Burkhead said, "because they know how it feels to be creative writing students who work with mentors."

The Writer's Loft has partnered with Davis-Kidd Booksellers in Nashville (Green Hills) to host one of the program's three public readings and a panel discussion each semester. Two public readings take place in Murfreesboro and Nashville. (The panel discussion is also open to the public at no charge.)

"Anyone serious about the craft of writing can submit an application," Burkhead said. "Our goal is to help people improve, whether they are 85 years old or just getting out of high school."



Fall 2003 Writer's Loft Class and Mentors

## Award-winning author Silas House Participates in Local Literary Community

Some writers are just flat-out lucky. Period. They write with no thought of financial obligations or responsibilities, and their stories and timing and topics blend at the right moment for that elusive overnight national success. And then there are the other writers: those who work for it.

Such a writer was present this past March on the second floor of the Linebaugh Public Library in historic Murfreesboro, Tennessee.

Not far from the Stones River Civil War Battlefield, acclaimed Appalachian author Silas House spoke with confident humility during an intimate evening of prose in front of a large, relaxed crowd. He spoke of his two years writing his first novel (*Clay's Quilt*, published in 2001) and of the three years it took for him to get it published.

"That was an important reminder to me that no matter how hard I work, I also have to be patient, patient, patient," said Kory Wells, a Murfreesboro-based writer and a board member with the Tennessee Writers Alliance.

The March 3 evening was presented to the public jointly by the library and The Writer's Loft, a new creative writing program at Middle Tennessee State University.

"The event was a tremendous success," said Jason Hunt, a literary and content consultant working with The Writer's Loft. "We had a lot of readers and writers from middle Tennessee come out to celebrate good Southern literature."

"I admit that I am biased toward Southern/Appalachian literature," Wells said, "but I think Silas House is an outstanding contemporary model for aspiring writers in that his career demonstrates a critical combination of talent and polished craft, patience and persistence, and the application of sound business and marketing principles."

Apparently, many others agree. After earning his Master of Fine Arts in Writing degree from Spalding University in Louisville, Kentucky, House was invited to join that school's staff as a mentor in the M.F.A. program. In addition, he was chosen as one of the South's "Ten Emerging Writers" by the 2000 Millennium Gathering of Writers at Vanderbilt University, and in 2003, *Kentucky Monthly* magazine picked him as Kentucky's Favorite Writer in the publication's statewide poll.

"The Writer's Loft was happy to bring in a writer of Silas' talent and dedication," Hunt said. "With three highly acclaimed novels under his belt and many more to come, Silas represents for Writer's Loft students an ambitious, yet attainable, goal to shoot for."

A year after *Clay's Quilt* came out, House published *A Parchment of Leaves*. In the fall of 2004, his third book (*The Coal Tattoo*) hit the bookstores. His novels and short stories win awards and appear in anthologies and literary journals consistently from season to season.

## PDPE HIGHLIGHTS

### Vocational Education Highlights

- In fall 2003, the Vocational Education office launched an online evaluation for the fall conference of the Tennessee Directors of Career and Technical Education. There were 53 respondents out of 129 attendees and 86 percent rated the conference good or excellent.
- Two new High Schools That Work conferences were held at MTSU's Fairview Building in October 2003 and April 2004. Combined attendance was over 100.

### Medical and Health Highlights

- The Medical and Health program has enjoyed another year of active growth, enrollments, and partnerships. The Massage Therapy program satisfies the 500-contact-hour education requirement for licensure in Tennessee. Graduates are getting licensed, going to work in the industry, opening their own businesses, and even returning to teach massage therapy classes. In the Fall of 2003, 128 people registered for 19 courses, and in the Spring of 2004, 120 people registered for 19 courses.
- The Emergency Medical Technician (EMT) program runs through the calendar year annually, starting in January and continuing until September. The demand for technicians in this area continues to make this program a success. In 2003, this program had 29 registrants, and that number jumped to 42 in 2004.
- Each fall and spring, the division offers CPR training in conjunction with the School of Nursing. During the 2003–04 year, 50 nursing students and faculty members received their required CPR training from Continuing Studies and Public Service.

### TGFOA

Once again, the Division of Continuing Studies and Public Service was privileged to coordinate the Tennessee Government Finance Officers Association annual conference at Franklin Cool Springs Marriott in October. We had a record 176 participants from across Tennessee.

### Education Highlights

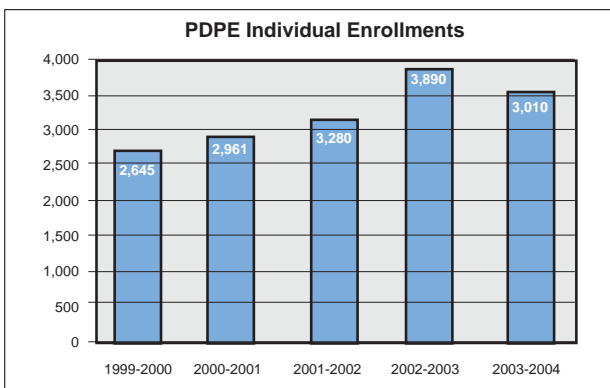
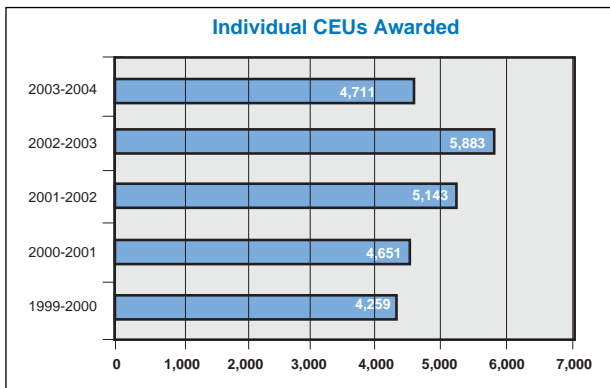
**Buffy the Vampire Slayer Conference.** Dr. David Lavery, an MTSU faculty member in the English Department, was the key person who helped to launch this program. This international conference had over 350 participants (144 students and 213 faculty) from England, Florida, Connecticut, Illinois, Canada, New York, Maryland, Australia, British Columbia, Turkey, Germany, California, and many more places.

## 2003-2004 NON-CREDIT STATISTICS

### PDPE STATISTICS

The Professional Development and Personal Enrichment unit of the division has enjoyed much growth throughout the past five years, enrolling nearly 16,000 students and issuing over 24,000 CEUs in courses, workshops, and programs in areas such as business, government, education, medical and health services, technology, and the creative and applied arts. From 1999-2000 to 2000-2001, the numbers increased from 2,645 students to 2,961. They jumped during the next period to 3,280. Enrollment increased again in 2002-2003 to 3,890 students, and in the latest fiscal year enrollment totaled 3,010.

Over the same reporting period, institutional enrollment ended on a positive note with a grand total of 15,891 for all five fiscal years, and 35,512.87 institutional CEUs were issued.



#### SUMMER 2003

Individual Enrollments: 658  
Individual CEU's: 1106.1

Institutional Enrollments: 1713  
Institutional CEU's: 1931.5

#### FALL 2003

Individual Enrollments: 1169  
Individual CEU's: 1902.3

Institutional Enrollments: 1051  
Institutional CEU's: 1032.2

#### SPRING 2004

Individual Enrollments: 1183  
Individual CEU's: 1702.4

Institutional Enrollments: 613  
Institutional CEU's: 650.1

#### TOTALS FOR 2003-2004

Individual Enrollments: 3010  
Individual CEU's: 4710.8

Institutional Enrollments: 3377  
Institutional CEU's: 3613.8

#### *CSPS Statistics: A Five-Year Snapshot*

*All Continuing Studies and Public Service statistics are recorded and presented in this report on a fiscal year (July-to-June) basis. The data in this report represent fiscal years 1999-2000, 2000-2001, 2001-2002, 2002-2003, and 2003-2004.*

# STRATEGIC PARTNERSHIPS



2003–2004 Advisory Board Members

## 2003–2004 CSPS ADVISORY BOARD

The Advisory Board's purpose is to act as ambassador for the division. The board promotes programs and services that facilitate the division's mission of extending the resources of the University to enhance quality of life in our community, the region, and beyond.

### Spring 2004 Meeting: May 3, MTSU Foundation Reception House

After opening remarks by CSPS Dean Rosemary Owens, the spring Advisory Board meeting continued with two break-out sessions: one on lifelong learning certificate programs and the other on the new Distance Learning Student Instructional CD-ROM. Coordinator of Marketing and Development Roy Burkhead gave a detailed presentation on the history behind The Writer's Loft, the division's new program in creative writing. AODL Director Dianna Zeh Rust walked the board members through the new CD-ROM's navigation.

### Campus Partnerships

- Staff members hosted a videoconference with a site in France for the Department of Foreign Languages and Literatures.
- Personnel presented the Channel 9 Annual Report to the Murfreesboro Cable Commission and received approval to continue use of the education channel until April 2005.
- In spring 2004, staff members collaborated with Audio/Visual Services and the Engineering Technology and Industrial Studies Department to produce a new original telecourse, Construction Law, which was offered for academic credit in fall 2004.

### Off-Campus Programs

- Off-campus courses were relocated from Centennial High School to Freedom Middle School in Franklin.
- Lawrenceburg Master's of Education cohort group graduated in summer 2004. The cohort met at the Lawrenceburg campus of Columbia State Community College.

### Videoconferencing

- Equipment was moved to Freedom Middle School in Franklin. Classes were held in Spring 2004 and Fall 2004.

### Business and Industry Partnerships

- PDPE partnered with the Jennings A. Jones College of Business, the Tennessee Small Business Development Center, and the Rutherford County Chamber of Commerce to offer Lean Manufacturing Certification Training in March and June 2004. This training provided personnel from area business and industry with a process to reduce production costs, improve product quality, and increase profits.
- PDPE worked with the Tennessee Six Sigma Consortium to provide an introduction to Six Sigma. This one-day course introduced the Six Sigma Green Belt Certification, which was offered in fall 2004.
- PDPE cosponsored the 2004 Tennessee Business Tax Seminar and Workshop with the Tennessee Department of Revenue and the Jennings A. Jones College of Business's Tennessee Small Business Development Center. This seminar was held at the DoubleTree Hotel on June 17, 2004.

### 2003–2004 Advisory Board Members

(parentheses indicate term expiration date)

Ms. Sylvia Brace (Spring 2006)  
Owner, Digidivide.com

Ms. Suma Clark (April 2004)  
Director, Publications and Graphics,  
Middle Tennessee State University

Ms. Judy Henegar (Spring 2006)  
Assistant Director, Tennessee  
Technology Center

Dr. Connie A. Jones (Sept. 2004)  
Professor and Interim Chair,  
Department of Elementary and Special  
Education, Middle Tennessee State  
University

Ms. Pam Little (Spring 2006)  
Manager, Doubletree Hotel

Ms. Kathy Payne (Spring 2006)  
Director of Human Resources,  
City of La Vergne

Dr. Niles Reddick (Spring 2006)  
Motlow Community College,  
Smyrna Campus

Dr. Richard Redditt (Spring 2006)  
Professor, Engineering Technology and  
Industrial Studies, Middle Tennessee  
State University

Honorable Donna Rowland (April 2004)  
State Representative, 29th District

Ms. Deb Strickland (April 2004)  
Senior vice president, Patient Care  
Services, Middle Tennessee Medical  
Center

Ms. Mona Vaughn (September 2004)  
Rutherford County Chamber of  
Commerce

Ms. Mary Wade (Spring 2006)  
Board of Directors, Murfreesboro  
City Schools



- A successful partnership was formed between the MTSU Management and Marketing Department, BBA Fiberweb, and the Division of Continuing Studies and Public Service to offer Lean Manufacturing training. The program attracted participants from South Carolina, Tennessee, Canada, and Mexico.

### Technology Partnerships

- PDPE continues its partnership with Certiport, Inc., the Tennessee Regional Safety Council, and the Middle Tennessee Rider Education Program.
- Our online partners are Education To Go and Gatlin Education. Participants can take a variety of short courses and certificate courses online.
- PDPE continues its partnership with the College of Education and Behavioral Science in providing athletic graduate assistants to area high schools and physical therapy offices.

### New Learning Center Partnership

During 2004, the Division of Continuing Studies and Athena Learning Center in Brentwood began their association to provide a wider range of courses to middle Tennesseans.

## PUBLIC SERVICE ACTIVITIES

### Division Professional Affiliations

Association for Continuing Higher Education (ACHE)  
 Association of Writers and Writing Programs (AWP)  
 International Association of Administrative Professionals (IAAP)  
 Learning Resources Network (LERN)  
 North American Association of Summer Sessions (NAASS)  
 Rutherford County Chamber of Commerce  
 Rutherford County Personnel Association  
 Tennessee Alliance for Continuing Higher Education (TACHE)  
 The Hemingway Society

### Staff Community Service

American Cancer Society  
 American Heart Association  
 Colonel Hardy Murfree Daughters of the American Revolution  
 Consolidated Utility District Board  
 HOSPICE of Murfreesboro Advisory Board  
 International Association of Administrative Professionals Advisory Board  
 Linebaugh Library Foundation Board  
 Main Street Jazz Festival  
 National Juvenile Diabetes Association  
 New Frontiers  
 Tennessee Technology Center Advisory Council  
 Tennessee Technology Center Business Systems Advisory Board  
 Tennessee Utility Management Review Board  
 United Way of Rutherford County

## DIVISION PARTNERSHIPS

### Internal

Campus Recreation  
Center for the Advancement of Mathematics, Science, and Technology Education  
Center for Health and Human Services  
Center for Teaching, Learning, and Innovative Technologies  
College of Business  
College of Education and Behavioral Science  
College of Education and Behavioral Science Audio/Visual Services  
Department of Computer Science (videoconferencing, UTSI)  
Department of Engineering Technology and Industrial Studies  
Department of Educational Leadership (M.Ed., off-campus)  
Department of Electronic Media Communication  
Department of Elementary and Special Education (2+2 program, CSCC)  
Department of Health, Physical Education, Recreation, and Safety  
Jennings A. Jones College of Business  
Jennings A. Jones College of Business (MBA, Franklin)  
Department of English  
Department of Foreign Languages and Literatures  
Department of Management and Marketing  
Department of Math  
Department of Psychology  
Department of Recording Industry  
Department of Social Work  
Department of Sociology and Anthropology  
WMOT FM Radio  
School of Nursing  
Student Affairs (RODP CUSTOMS)  
Tennessee Small Business Development Center

### External

Athena Learning Center  
Baptist Hospital  
Battle Ground Academy  
Brentwood Academy  
Broadcast Education Association  
Columbia State Community College  
*Daily News Journal*  
Davis-Kidd Booksellers  
Education To Go  
Gatlin Education Services  
Hollicom Computers  
Middle Tennessee Rider Education  
Middle Tennessee Bone and Joint Clinic  
Middle Tennessee Medical Center  
Motlow State Community College  
National HealthCare  
Nissan North America, Inc.  
Nuclear Fuel Services, Inc.  
Rutherford County Chamber of Commerce  
Rutherford County Department of Education

Rutherford County Emergency Services  
Saturn Corporation  
Sloan's Motorcycle  
Society for Human Resource Management (SHRM)  
Southern Tennessee Orthopedics  
St. Thomas Hospital  
STAR Physical Therapy  
State Medical Examiner's Office  
Tennessee Department of Children's Services  
Tennessee Department of Education, Special Education Division  
Tennessee Department of Education, Vocational-Technical Division  
Tennessee Department of Health  
Tennessee Government Finance Officers Association  
Tennessee Regional Safety Council  
Tennessee Six Sigma Consortium  
Tennessee Small Business Development Center  
UAW Union at Saturn Corporation  
United Auto Workers, Local 1853  
University of Tennessee Space Institute  
Volunteer State Community College  
WGNS Talk Radio  
Williamson County Board of Education

## CONTRACTS AND GRANTS

### Vocational Education Professional Development

The Vocational Education Professional Development Grant is an agreement between the Tennessee Department of Education, Vocational-Technical Division, and Middle Tennessee State University. The grant provides professional development conferences, workshops, and meetings for vocational administrators and educators in Tennessee.

The Tennessee Vocational Education Conference brings over 2,000 people to MTSU each year. Participants are classroom teachers and administrators representing secondary and postsecondary public schools. More than 200 presenters conduct workshops and seminars on timely topics such as leadership, government regulations, trends and issues in education, communications, integration of business and education, designing learning activities, professional commitments, conflict management, helping at-risk youth, and more. The implementation and integration of academics in vocational education is a major theme throughout the conference. Other professional development opportunities include the following:

- High Schools That Work Assessment Workshop
- TDCTE Spring Conference
- TDCTE Fall Conference
- Tech Prep Conference

These events are typically held annually.

**Contracts and Grants cont. on pg. 26**

## QUOTES

I learned the materials by myself in less time than if I had gone to four hours of class a week.

**Correspondence Student**

## QUOTES

It was my first online course and a great experience. Being a full time mom with a part-time job and a family, I love online courses!

Online Student

Dr. Trent does an exceptional job not only in her teaching, but also in her interpersonal skill with students and faculty. She is, without a doubt, one of the best!

Vision Participant

### Contracts and Grants cont. from pg. 25

In fall 2003, the Vocational Education office launched an online evaluation for the fall conference of Tennessee Directors of Career and Technical Education. Eighty-six percent of respondents rated the conference as good or excellent. In January 2004, the Vocational Education area launched its new Web site. Improvements include a more customer-oriented layout, resources from recent events, online attendance verification, and a photo gallery.

### Vision Institute Contract

The Vision Institute, supported by a contract from the Tennessee State Department of Education, remained strong in the 2003–2004 fiscal year. (This institute is administered and staffed by DCS and the Department of Elementary and Special Education.)

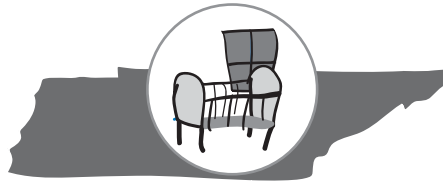
The Vision Institute is broken down into two formal levels (Level I and Level II), and after successful completion students attend a four-week practicum at the Tennessee School for the Blind in Nashville.

In the 2003–2004 timeframe, 12 students completed the practicum held at the Tennessee School for the Blind (in July 2003). In June 2004, a new cycle of study began with 12 more students attending Level I and 18 students attending Level II at Middle Tennessee State University.

This institute provides a Level I Summer Institute for the purpose of training teachers in the state of Tennessee to work with visually handicapped students. At this level, students come to MTSU for three weeks to attend classes such as Orientation and Mobility, Anatomy and Physiology of the Eye, Introduction to Braille, Communication Skills for Visually Handicapped, and Education Procedures for Visually Handicapped.

During the following summer, teachers participate in Level II, in which they attend three weeks of classes such as Nature and Needs of Visually Impaired, Advanced Educational Procedures, Advanced Braille, and Communication Skills.





**Prevention Through Understanding:**  
Investigating Unexpected Infant Death

## **Prevention Through Understanding: Investigating Unexpected Infant Death**

The SIDS program, which was initiated in February 2003, has completed another successful fiscal year. The program is a result of the Sudden Unexplained Child Death Act, which states that all first responders in Tennessee must receive training on handling cases of sudden unexplained infant death as part of their basic and continuing training requirements. The purpose is to help reduce the incidence of injury and death to infants by accurately identifying the cause and manner of death of infants under one (1) year of age.

Under contract with the Tennessee Department of Health, the Division of Continuing Studies and Public Service, the Center for Health and Human Services, and the College of Education and Behavioral Science at MTSU continue to develop the statewide training program focusing on collecting accurate data from infant death scenes. The training program is estimated to reach the hands of 44,426 first responders in Tennessee.

### **Curriculum Approval**

All training materials are now recognized as an approved pre-service and in-service program; EMS, fire, and law enforcement personnel attending the training may use their contact hours as part of their professional basic and continuing education requirements. Official approval of the death scene investigation training materials was obtained from the State Fire Commission, the P.O.S.T. Commission for law enforcement, and the EMS State Licensure and Education Board.

### **Manual Distribution**

As of June 30, 2004, 209 trainer and 1,542 trainee manuals were distributed across the state.

### **Training**

The annual Train the Trainer (TOT) in-service was held on April 23, 2004, at the Knoxville Hilton Hotel. The five-hour program instructed regional trainers to take this information to their departments and conduct SIDS training. As a result, within the two remaining months of the contract year, 13 in-services were held for trainees and a total of 421 persons have been trained.

### **Project Web Site**

A Web site exists to communicate more effectively with professionals and consumers across the state. This site houses additional information about SIDS and upcoming training dates, and offers online registration. The site is located at [www.mtsu.edu/~sidsproj](http://www.mtsu.edu/~sidsproj)



## QUOTES

All AODL staff members are caring and understanding. I wish this department could share its positive energy with other MTSU departments. They were always nice and speedy about answering my questions.

**MTSU Student**

### Overview

All staff members in the Division of Continuing Studies take education seriously. In addition to providing it for our students, our employees are working at night and on weekends to further their education. The division congratulates those who graduated with advanced degrees during this fiscal year: Dianna Zeh Rust, Ed.S. (education specialist); Greyson A. Billingham, M.B.A. (Management emphasis); A. Layne Bryant, M.B.A.; Tammy Quimbley, M.E. (Administration and Supervision); and R. L. Burkhead, M.F.A. in Writing.

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2003-2004 CSPS Directors,  
coordinators, and staff



## QUOTES

Instructor was great!  
Organized, helpful,  
prompt with grading  
and responses and  
available for assis-  
tance at all times.

**Marketing 3830**  
**Correspondence Student**



2003-2004 PDPE Staff

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