

HE/MPH/MHE Online Courses

Operational Cost	Justification/Explanation	Estimated Cost
Video/Media	To ensure that relevant and timely information is provided to students, a current library of media must be maintained by the department. Additionally, in order to provide "public" viewing as would be done in an on-line educational environment, some media providers require additional licensing or viewing fees. These fees would go toward obtaining relevant materials and covering the usage/viewing fees as imposed by license holders of the media. Further, students have a wide range of computer hardware so the department intends to build up a "lending" library of resources in order to allow provision of course materials to the student if, for some reason, technical or hardware difficulties prevent the student from accessing the online course materials in the standard fashion. Ultimately, student engagement and learning success is heavily reliant upon media and delivery services. These fees would assist the department in continuing to create a diverse on-line learning environment that ensures our students' success.	50%
Support Staff	It is anticipated by the department that as the on-line sector of our courses grows, the number of telephone calls to department support staff will also grow which may result in adding an additional work-study or part-time position to address the technical questions as they arise. Additionally, the increased use of department computer equipment and the importance of this equipment functioning correctly is anticipated to increase the need for hardware support technician use. Lending library creation and maintenance will also impact the department support staff and may further justify an additional position.	10%
Hardware/Software	Course development techniques must keep up with technology advances in the on-line arena. In addition, software and hardware updates may be required to maintain instructor and department computers to allow them to perform appropriately throughout the teaching semesters. Online courses have little room for computer malfunctions or "down-time" by instructors or support staff.	30%
Travel/Training	As the department's on-line program grows and develops, faculty will be required to expand their professional knowledge and online abilities. Fees may contribute to training and development opportunities to accomplish this task as allowed by University regulations.	10%