ASU DEANS/DIRECTORS COUNCIL ACTION   NO. ASU:2-1-2011-001

DATE: May 1, 2013

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COUNCIL SPONSOR: Dr. Ivan W. Banks, Director of Online Education

PROJECT/PROPOSAL TITLE: Required Certification for Teaching Online Courses

Academic Program Approval Policy & Procedure

Faculty members who wish to teach online courses at Alcorn State University shall be required to become certified as online instructors by (1) completing a course or training leading to formal certification offered by a recognized vendor as described in the abstract that follows; and, (2) completing an online orientation designed to familiarize instructors with the capabilities, tools and use of the Learning Management System for delivering online education. Specific processes for completing the requirements for certification will be implemented by the Director of Online Education who will articulate the same to the University community.

ABSTRACT:

The basic purpose of this policy is to assure faculty who teach online courses have the ability to use the Learning Management System to deliver online instruction and to apply the results of research on learning and motivation to course design and teaching, leading to the goal of increased student retention and success. As such, faculty teaching online courses shall be required to become certified as evidence by successful completion of "Learning through Interactivity," an online course offered through Project Delta and Florida State College at Jacksonville. In this course faculty explore and demonstrate competence in applying the basic concepts of instructional design and such pedagogical approaches as cooperative learning, learning communities, constructivist learning, and mastery learning; and, developing course syllabi and other instructional materials consistent with instructional design concepts and pedagogical approaches covered in the course.

Faculty members who teach or wish to teach online course will present evidence of successful completion to the Director of Online Education who will monitor and provide general oversight for the implementation of this policy. In addition, Faculty will be required to complete the online orientation to the Learning Management System designed to acquaint users with pertinent features to support the effective delivery of instruction

COSTS: As an institutional member of the Project Delta Consortium, there is no cost to ASU faculty who take the course.

INITIAL/START DATE: This policy becomes effective for all instructors teaching online courses beginning with Fall 2013 semester.

DISCUSSION:

The proposed policy supersedes previous policy and procedure approved for the certification of faculty to teach online courses at Alcorn State University.

Faculty who successfully complete the training described in the abstract will be able to:

- Identify the basic elements in effective instructional design
- Recognize and define learning communities and their various forms
- Design individual teaching strategies that make use of mastery learning online
- Design individual teaching strategies that represent the constructivist inquiry cycle and select appropriate tools to carry out components of the cycle
- Identify teaching strategies and models of cooperative learning as teaching tools
- Be able to critique the positive elements in courses developed by others as well as to make appropriate suggestions for improvement
- Develop and demonstrate understanding of elements of effective online and hybrid teaching and learning
- Utilize all aspects of the Learning Management System to support online delivery of instruction

COUNCIL ACTION: APPROVED: __X__YES_____ NO

DATE: May 15, 2013