

Shippensburg University Article 42 Implementation Plan

Article 42 Language	Shippensburg Implementation
<p>Article 42.C.2. Prior to teaching a distance education course, University officials <u>may require FACULTY MEMBERS</u> identified in C.1. <u>to complete appropriate training in distance education instruction or the use of a technology.</u> A FACULTY MEMBER may suggest appropriate distance education training in consultation with his/her department and will be subject to approval by the appropriate University official(s).</p>	<p>Past & Current Practice:</p> <ul style="list-style-type: none"> • New faculty complete the 5 week teaching with Blackboard training prior to teaching online for the first time. • Veteran faculty complete the Blackboard Update tutorial annually. • All faculty attend Summer/Winter Online Faculty Orientation (conducted jointly by Extended Studies, IDDS, Registrar, Library). <p>Proposal: Convert the face-to-face Summer/Winter Online Faculty Orientation to an online format, providing greater flexibility for faculty in scheduling and completion, and the opportunity discussion regarding best practices in online education.</p>
<p>Article 42.H.6.a. In addition to the compensation required above, a distance education course development payment of \$800.00 per credit shall be paid the first time an <u>online/web-based course</u> is developed and initially taught beginning with the Fall 2007 semester. Course development compensation is to be paid the first time a FACULTY MEMBER teaches a distance education course. Notwithstanding Section C(1), <u>the FACULTY MEMBER may be required to teach the distance education course up to three (3) additional times during the next four (4) year period.</u></p>	<p>Current Practice: Faculty are required to teach the online course a total of two times – the first time and one (1) additional time during the next four (4) year period.</p>
<p>Article 42.H.6.b. Similarly, a distance education course development payment of \$400.00 per credit shall be paid the first time an <u>ITV/compressed video course</u> is developed and initially taught beginning with the Fall 2007 semester. Course development compensation is to be paid the first time a FACULTY MEMBER teaches a distance education course. Notwithstanding Section C(1), <u>the FACULTY MEMBER may be required to teach the distance education course up to three (3) times during the next four (4) year period.</u></p>	<p>Proposal: Faculty are required to teach the ITV/compressed video course a total of two times – the first time and one (1) additional time during the next four (4) year period. (This is consistent with Ship’s past practice under the 2003-2007 CBA. In 2003-2007 faculty were required to teach an online course twice during a three year period. It is also consistent with Ship’s practice of using the same minimum requirement for online and ITV/compressed video courses. See online course minimum requirement above – 42.H.6.a.)</p>

Approved by Distance Education Subcommittee – March 30, 2009 and Ship Faculty-Management Agreement – April-May, 2009

Article 42.H.7.a.

A distance education course re-development payment shall be paid every five (5) years if a given online/web-based course has been taught at least four (4) times during that period by the FACULTY MEMBER and the FACULTY MEMBER is able to document appropriate professional development experiences. Course re-development compensation for revisions in online/web-based courses are as follows: \$100.00 per credit to be paid the first time the FACULTY MEMBER teaches a re-developed distance education course and up to three (3) additional times the course is taught by the same FACULTY MEMBER during the next five (5) year period.

Proposal 1 – Modification of Article 42.H.7.a. Language:

A distance education course re-development payment shall be paid every five (5) years if a given online/web-based course has been taught at least four (4) times during that period by the FACULTY MEMBER (unless the department or program can document that the course could not be offered due to program size and/or needs) and the FACULTY MEMBER is able to document appropriate professional development experiences. Course re-development compensation for revisions in online/web-based courses are as follows: \$100.00 per credit to be paid the first time the FACULTY MEMBER teaches a re-developed distance education course and up to three (3) additional times the course is taught by the same FACULTY MEMBER during the next five (5) year period.

Proposal 2 – Professional Development Requirement:

A total of 3 hours of professional development activities in the following areas may fulfill this requirement:

- Completion of distance education related workshops/trainings provided by IDDS, OES, and CFEST (other than Ship's 5 week initial Bb training, Bb update tutorial, and Summer/Winter Online Faculty Orientation)
- Completion of Quality Matters Workshops/Trainings
- Service as a Quality Matters Peer Reviewer
- Conducting a distance education related workshop or training
- Quality Matters review of the faculty member's online course
- Participation and/or presentations at external distance education related workshops, trainings, conferences, activities, and professional organizations
- Publication of a distance education related manuscript and/or research
- Mentoring other distance education faculty
- Creation of a distance education related resource for the Ship distance education faculty community
- Other appropriate professional development activities proposed by faculty in advance and approved by the Dean of Extended Studies

Proposal 3 – Course Revision Requirement:

Online course revisions that may fulfill this requirement include:

- Implementing the revisions suggested from a Quality Matters review of the online course
- Revising the learning objectives (either course or unit level objectives)
- Mapping the learning objectives to internal or external academic standards
- Mapping the learning objectives to the course activities

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	<p>and assessments</p> <ul style="list-style-type: none"> • Revising the course activities and/or assessments • Incorporating a new technology for pedagogical purposes • Incorporating a new pedagogical approach • Changing from one set of instructional materials to another; mapping these new materials to the learning objectives, activities, and assessments • Revising the existing instructional materials; mapping these revised materials to the learning objectives, activities, and assessments • Adding and/or creating new instructional materials; mapping these new materials to the learning objectives, activities, and assessments • Revising or incorporating new ancillary student support materials or activities • Other online course revisions and changes, as appropriate to the course <p>Proposal 4 - Process:</p> <ul style="list-style-type: none"> • Upon completion of their five year course development/redevelopment period, faculty who wish to receive the course redevelopment payment are required to complete and submit the <i>Article 42.H.7.a Self-Report Form</i> to the Dean of Extended Studies for review and approval. Upon approval, the Dean of Extended Studies will forward payment of the development/redevelopment compensation to the Provost's Office for approval. • As best practice the Office of Extended Studies will provide the <i>Article 42.H.7.a Self-Report Form</i> to faculty at the beginning and end of their 5 year course development/redevelopment cycle, as well as annually to all online faculty as a reminder to document their activities. • The Office of Extended Studies will maintain accurate records regarding faculty members' 5 year course development/redevelopment cycle, and professional development activities and course revisions as submitted through the <i>Article 42.H.7.a Self-Report Form</i>.
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