

# Coles College Online and Hybrid Teaching Policy

## Goals

1. To maintain high quality online and hybrid course offerings in the Coles College.
2. To ensure similar learning outcomes for all modalities of a course.
3. To yield similar course rigor across multiple sections of courses over time and across faculty.

## Requirements for teaching online and hybrid courses

1. The faculty member has had documented training in teaching online or hybrid modalities at KSU. Approved training includes: Online Course Facilitation Program (OCFP), Coles Hybrid Development Workshop, CETL Online Course Development Workshop (or alternate offerings as changes occur), and Validated Prior Online Teaching/Training at another institution.
2. The course has been Quality Matters (QM) approved and the instructor has faithfully maintained the QM standards. The instructor may change content, assignments, and assessments at their discretion if it does not modify the QM alignment or other QM guidelines for the course.
3. Faculty teaching online and hybrid courses will utilize the current, most effective practices to ensure academic integrity in their courses.

## Administrative Policies

1. Multi-teacher courses will maintain a shared Principal Course that is QM-approved. The Principal Course content may be adapted by individual faculty if it does not modify the QM alignment guidelines for the course. Other QM aspects should be maintained.
2. Single-teacher courses must be QM approved, but is not a commonly shared, and therefore not as community-driven.
3. Principal Courses and Single-teacher courses must be re-reviewed against the most current QM rubric every four years. *NOTE: This policy retroactively includes courses approved since January 2020.*
- 4.

Hybrid Course: