Qualifications for I-TV, Online, and Hybrid Instruction

Faculty members must be qualified to teach with the appropriate technology before they are assigned or select I-TV, online or hybrid courses. The College shall provide training opportunities to faculty members wanting to teach a class using these delivery systems. The qualifications for teaching these courses may be met by completing the College’s distance learning training. Faculty members may choose to receive training through other means. To teach a specific on line course, faculty members shall have demonstrated skill sets necessary to meet the objectives and learning strategies in the on line master course.

Creation of New Online and Hybrid Courses

a. A faculty member who wants to create a new online or hybrid course shall get department approval before submitting his/her request to Deans Council. Deans’ Council shall make final approval of online and hybrid course offerings.

Existing Online and Hybrid Courses

The College administration will determine which existing online and hybrid courses it would like to have created in their entirety for compensation. Department heads will recommend faculty members to create the courses. If administration does not approve the recommended faculty, department heads will continue to put forward recommended faculty until the administration approves a faculty member to create the course.

The College shall provide compensation for the creation of a new online course. The college shall also provide compensation for the creation of a complete college-owned course from an already developed online course. Compensation will be paid at the time the course is completed and deemed acceptable. The compensation will be as follows:

a. Online/Hybrid

Online Course Creation – Compensation equals the course development hourly rate (Appendix B-22) times fifteen (15) times the number of credit hours of the course.

b. I-TV

A faculty member shall be compensated one (1) additional contact hour for the first time he/she teaches a particular course in the I-TV format.

I. INTELLECTUAL PROPERTY AND RESIDUAL RIGHTS

The Board recognizes the traditional rights of a faculty member to maintain full ownership of and benefits from any works produced on his/her own unless the College compensates the faculty member for such development or College resources are used. Such work includes, but is not limited to, literary, musical, or artistic compositions; inventions; processes created or materials authored.

If a faculty member uses College resources, the faculty member and Provost, or designees, shall mutually agree to the management of intellectual property and allocation of residual rights.

College resources (for the purposes of this article) shall not include the use of the College library, office space, or College owned computer.

It is understood that a faculty member’s lesson plans and materials created in support of those lesson plans (such as, but not limited to, class notes, handouts, presentations, and tests) are the property of the faculty member.
When the college compensates a faculty member for the creation of a new online or hybrid course, or for the creation of a complete course from an existing online or hybrid template, the college shall retain ownership of the course materials that were developed up to the point the online or hybrid course is deemed to be complete and acceptable by the Associate Dean of Instructional Support and Interdisciplinary Studies following the recommendation of the Online Course Review Committee.