

## RUBRIC FOR ONLINE DESIGNATION

| Defining Expectations                     |           | In Development | Effective | Exemplary | Comments |
|---|-----------|----------------|-----------|-----------|----------|
| <u>Course description</u>                 | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Course objectives</u>                  | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Course syllabus</u>                    | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Contact information</u>                | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Textbooks and materials</u>            | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Online participation policy</u>        | <b>CS</b> | ○              | ○         | ○         |          |
| Resources and Support                     |           | In Development | Effective | Exemplary | Comments |
| <u>College-wide policies/statements</u>   | <b>GC</b> | ○              | ○         | ○         |          |
| <u>General support section</u>            | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Minimum technology requirements</u>    | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Course specific support section</u>    | <b>CS</b> | ○              | ○         | ○         |          |
| Course Design and Environment             |           | In Development | Effective | Exemplary | Comments |
| <u>Course timeline and schedule</u>       | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Learning Units</u>                     | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Accessibility of content</u>           | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Navigating the course</u>              | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Multimedia elements</u>                | <b>AE</b> | ○              | ○         | ○         |          |
| Interaction and Engagement                |           | In Development | Effective | Exemplary | Comments |
| <u>Netiquette</u>                         | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Announcements</u>                      | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Instructor presence</u>                | <b>CS</b> | ○              | ○         | ○         |          |
| <u>Student collaboration tools</u>        | <b>CS</b> | ○              | ○         | ○         |          |
| <u>Ice-breakers</u>                       | <b>AE</b> | ○              | ○         | ○         |          |
| Assessment & Feedback                     |           | In Development | Effective | Exemplary | Comments |
| <u>Online assessments</u>                 | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Grading criteria</u>                   | <b>GC</b> | ○              | ○         | ○         |          |
| <u>Tools to ensure academic integrity</u> | <b>CS</b> | ○              | ○         | ○         |          |
| <u>The Grade Center</u>                   | <b>CS</b> | ○              | ○         | ○         |          |
| <u>Feedback, surveys, and polls</u>       | <b>AE</b> | ○              | ○         | ○         |          |