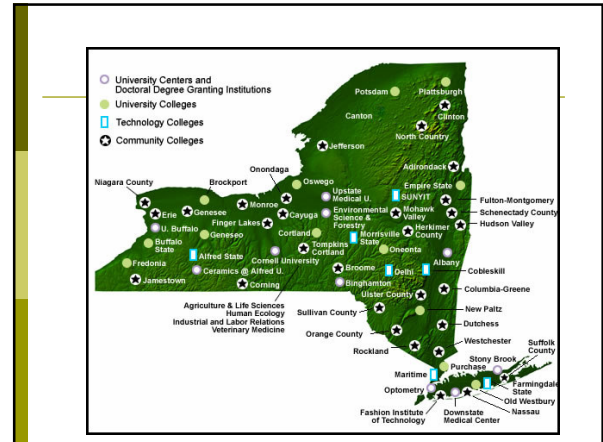


# Creating A Faculty-Centered Quality Assurance Process for Online Courses

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## State University of New York at Canton

- ▣ Associate and bachelor degrees in the engineering, health, and medical sciences
- ▣ 2600 students

## Online Programmes

(Approved to offer in a DL format)

- ▣ Health Services Management
- ▣ Emergency & Disaster Management BT
- ▣ Mortuary Services Management BT
- ▣ Veterinary Services Management BT
- ▣ Technology Management BBA
- ▣ Technology Management: Financial Services BBA
- ▣ Public Safety Technology: Criminal Investigations BT
- ▣ Technology Management Facilities Operation BBA
- ▣ Law Enforcement
- ▣ Legal Studies
- ▣ Alternative & Renewable Energy Applications

## Purpose of Review

- ▣ Prepare online courses to meet quality standards
- ▣ Promote student learning and teaching effectiveness

## Course Review Rubric

- ▣ Developed by Maryland Online

A consortium of 19 Maryland community colleges and institutions

- ▣ Sponsored by FIPSE

(U.S. Department Fund for the Improvement of Postsecondary Education )

Federal grant to enhance course improvements in online learning

## Rubric Based On

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- ▣ Standards of best practices in distance learning programs (Set forth by the Middle States Commission on Higher Education)
- ▣ Good instructional design is one of the most important factors in the success of online courses (Conrad, 2002).

## Standards

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- ▣ Address issues of course design
  - Accessibility of course materials
  - Navigational information
  - Assessment and measurement strategies
  - Learner interaction and support

## Point Value

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- ▣ Standards given different points  
(3, 2, or 1, depending on their relative importance)
- ▣ Essential standards have a value of 3

## Rating

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- ▣ Decide whether or not the course meets the standard
- ▣ Either "yes" the course meets the standard, or "no" it doesn't.

## To Meet Expectations

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- ▣ Course must receive a scoring of "3" on all essential standards (42 pts total)
- ▣ A total overall score of 68 points

## Review Team Consists of

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- ▣ Trained faculty volunteers including content expert
- ▣ Resource person such as an Instructional Technologist

## Responsibility of Review Team

Provide *recommendations* to the Dean on whether or not an online course meets review standards.

Final course approval rests with the Dean.

## Team Chair

Responsible for team communication and submitting the final review results to the Dean

## Making Recommendations

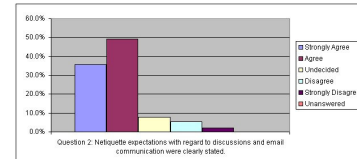
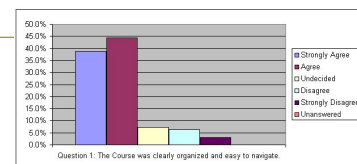
- ❑ **Constructive:** Try to offer solutions, as well as identify problems.
- ❑ **Specific:** Include a specific example of what is being recommended.
- ❑ **Sensitive:** Avoid negative language. Keep recommendations on a positive note.
- ❑ **Balanced:** Point out strengths as well as weaknesses.

## Example

- ❑ The instructor's introduction was very good; however, it **would be helpful** to be in a more noticeable place in the course. **Perhaps** include in the announcements area, or in a special Introduction area of the course.

## Student Satisfaction

- ❑ In spring 2007, 28 online courses completed a student evaluation survey (360 students participated).
- ❑ Results revealed an overall strong satisfaction with course structure, instruction, support and academic services, and the reliability of the course technology.



## Faculty Reviewer Perspective

- Benefits to the reviewer:
  - Service to the university
  - Course development BEST and WORST practices

## Instructor Perspective

UNY Canton - Blackboard Welcome Page

PHARMACOLOGY ONLINE - PHARMACOLOGY - SPRING 2006 - WELCOME PAGE

### Welcome Page

**Welcome**

**Monday, January 23, 2006 - Welcome to Pharmacology!**

Hi, My name is Debra Backus and I'll be your instructor this semester as we explore the wonderful world of pharmacology.

Welcome to the course and welcome to what I hope will be an interesting, challenging and rewarding experience. I hope you will enjoy the flexibility of taking an on line course and the ability to work on the course at your pace during each of the weekly assignments.

I am very excited to offer you the **Evolve Online Course to accompany your textbook "Pharmacology and the Nursing Process"**. To access this site, you must purchase the access code that was sold with your pharmacology textbook. My experience to date suggest if you work a little each day on pharmacology it will not be so overwhelming. Just keep at it and have faith in your abilities and all will be fine and you will quickly become comfortable with the course and the Blackboard experience. The key is to keep at it and seek help when you need it (we have an excellent help desk; if you have technical problems & I am available for content questions). If you have problems accessing the Elsevier material from the editor, please call 1-800-401-9862. This number is posted in the "Introduction to Pharmacology" folder.

The **Course Documents** in the communication area (left frame) will take you to each lecture week so you can begin using the resources available for this course. In the course documents, you will find the lecture notes, case studies, learning activities, quizzes and the final exam. Also, in the Communication area you will find the syllabus, animations, audio glossary, video clips, supplemental modules and discussion board, etc. I suggest you read all the documents in this section so you become comfortable with the course and ask any questions along the way by clicking on the weekly Q&A discussion form or Help Desk as needed.

UNY Canton - Blackboard Welcome Page

PHARMACOLOGY ONLINE - PHARMACOLOGY - SPRING 2006 - ANNOUNCEMENTS

**PHARMACOLOGY ONLINE to Accompany PHARMACOLOGY AND THE NURSING PROCESS**

LILLEY • HARRINGTON • SNYDER

FOURTH EDITION

VIEW TODAY VIEW LAST 7 DAYS VIEW LAST 30 DAYS VIEW ALL

May 22, 2007 - May 29, 2007

**First day** [Course Context Frame](#) Posted by: Mally Mott

**Hello everyone!**

Hi, **Debra Backus**, your instructor for this course. Together this semester, we'll explore the intricacies and dynamics of pharmacology!

I hope this will be a challenging and rewarding experience and that you'll enjoy the flexibility of online learning. To help you with your online learning experience, I encourage you to view the module, Orientation to Online Learning, located on your Blackboard (BB) list of courses. This module will give you general information about online learning, offer tips for success in an online environment, and teach you how to navigate the Blackboard system.

UNY Canton - Blackboard Welcome Page

PHARMACOLOGY ONLINE - PHARMACOLOGY - SPRING 2006 - INTRODUCTION TO PHARMACOLOGY

### Introduction to Pharmacology

**Introduction to Pharmacology**

**What is pharmacology?**

Pharmacology is the study of drugs.

**There is sooooo... much information, what's important?**

According to the NCLEX EXCEL "Four Day Prep for the Boards Course" 2004, the student should place the following information on index cards in order to master pharmacology:

- Put the drugs into categories - learn the basics about the general category & then learn the subgroups
- Identify major actions of the drug classifications - be sure to understand the major function of the organ or system the drug affects & how the drug affects that organ or system
- Identify related nursing care - what important nursing care is associated with the drug
- Identify major side effects of the drug classifications
- Identify the drug sub group - identify other drugs in the same family
- Look for name clues - sometimes the class are in the trade names & other times in the generic names, i.e. penicillin family and in "cillin", however some drug classifications have no clues
- Identify major actions of the sub group/drug - sometimes the subgroups will have additional or specialized actions
- Identify major side effects and adverse effects of the subgroup/drug - unique side effects and toxic effects of the drug classification should be known, i.e. the "cillin" family has cross allergies to the cephalosporin family.
- Identify related nursing care to the subgroup or individual drug - i.e. assess the patient on penicillin for allergies to cephalosporin.

UNY Canton - Blackboard Welcome Page

PHARMACOLOGY ONLINE - PHARMACOLOGY - SPRING 2006 - ORIENTATION DOCUMENTS

### Orientation Documents

**Orientation Documents**

**Orientation Activities**

You are required to complete the orientation activities contained in this folder.

**Before You Begin, Plug-ins & Notes**

This folder contains information on what you need to view: supplemental animations, videos, etc.

## Administrative Perspective

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