Graduate Course Proposal Form Submission Detail - EME6972

Edit function not enabled for this course.

Current Status: Approved by SCNS - 2016-04-01
Campus: Sarasota
Submission Type: New
Course Change Information (for course changes only):
Comments: Approved by USFSM 1/29/16. To USF Syst 2/26/16. Ready for SCNS March7 pending Syst Concurrence Clearance. Nmbr 6955 approved as 6972 effective 4/1/16

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1. **Department and Contact Information**

Tracking Number	Date & Time Submitted
5373	**2016-01-19**

Department	College	Budget Account Number
	EM	172500004

Contact Person	Phone	Email
Sarah Fayard	9413594619	sarahfayard@sar.usf.edu

2.
3. **Course Information**

Prefix	Number	Full Title
EME	6972	Online Teaching and Learning Master's Project

Is the course title variable?	N
Is a permit required for registration?	N
Are the credit hours variable?	N
Is this course repeatable?	Y
If repeatable, how many times?	1

Credit Hours	Section Type	Grading Option
2	R - Supervised Research	R - Regular

   Abbreviated Title (30 characters maximum)
   OTL Master's Project

Course Online?	Percentage Online
C - Face-to-face (0% online)	0

6. Prerequisites
7. EDF 6944

8. Corequisites
9. Course Description
10. Students work to design and create an online course in the Learning Management System of the university synthesizing theoretical work completed in the program.

11. ──
12. **Justification**

A. Please briefly explain why it is necessary and/or desirable to add this course.

Replacing Selected Topics with Permanent number; already listed in program

B. What is the need or demand for this course? (Indicate if this course is part of a required sequence in the major.) What other programs would this course service?

This course is already taught as a special topics course. No content will change. It will continue to be the capstone project where students create a quality assessment rubric that aligns with Quality Matters for their created online course. Students will revise the course to include a syllabus with behavioral objectives and assessments that meet those objectives.

As this is the final course in the program, all students must take this course to graduate from the program.

This course combines knowledge learned thus far in the program. Students will put into practice what they have learned in the program, designing and creating an online course that meets QM standards.

C. Has this course been offered as Selected Topics/Experimental Topics course? If yes, how many times?

Yes, 3 or more times

D. What qualifications for training and/or experience are necessary to teach this course? (List minimum qualifications for the instructor.)

A doctorate degree is required with 18 graduate credit hours in the discipline.

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13. **Other Course Information**

A. Objectives

1.Facilitating a course assessment model

2.Demonstrating effective online courses

3.Measuring Quality Matters benchmarks

4.Facilitating online course design

5.Building awareness of diversity in the online curriculum

B. Learning Outcomes

1.Design an online course using (QM) Quality Matters online teaching standards;

2.Demonstrate an effective online learning community with best practices;

3.Effectively assess an online courses;

4.Understand sensitivity to diversity of perspectives, learning styles and cultures of students and the larger world;

5.Write and align behavioral objectives with course assessments

C. Major Topics

1.Online Course Assessments;

2.Quality Matters critical components;

3. Diversity in education;

4. Instructional Design;

5.Social Media and Technology.

D. Textbooks

Publication Manual of the American Psychological Association (6th edition)

Canvas Learning Management System

All previous program materials

E. Course Readings, Online Resources, and Other Purchases

Information on how to use Canvas and other student support is available at:

http://www.usfsm.edu/infocommons/students.php.

F. Student Expectations/Requirements and Grading Policy

A. USFSM policy requires that all students receive a graded assignment or examination prior to the semester's drop/withdraw date.

B. My grading process is in accordance with USF:

A+ 97-100

A 94-96

A- 90-93

B+ 87-89

B 84-86

B- 80-83

C+ 77-79

C 74-76

C- 70-73

Point Values for Course Assignments

Goals and Review 10

QM Eight Critical Components (5pts each) 40

Syllabus 15

Rubric and Revised course 35

Total 100

Check the announcements regularly for any reminders or changes in class information. You are expected to use Canvas and check your USF email on a daily basis; that is the only way I have of communicating announcements to the whole class. If you have trouble uploading to Canvas or downloading readings from Canvas, contact Campus Computing, not me (see http://www.usfsm.edu/campuscomputing/index.php, or call 359-4350). You are responsible for uploads and downloads from our site. Please be sure early in the semester to check that you can do both.

Plagiarism results in a FF grade for the class. If you are unsure what constitutes plagiarism, Georgetown University has a great web page to help you know at http://gervaseprograms.georgetown.edu/hc/plagiarism.html. So does Purdue University, at http://owl.english.purdue.edu/handouts/research/r_plagiar.html. Any attempt to use the work of others as your own is grounds for failing the course. I use the university software to check for plagiarism. There is no negotiation if I find you have plagiarized.

G. Assignments, Exams and Tests

Goals and Review 10 pts.

QM Eight Critical Components (5pts each) 40 pts.

Syllabus 15 pts.

Rubric and Revised Canvas course 35 pts.

Total 100 points

See Project specifications, due dates and assignment details in Canvas. You must follow Canvas guidelines and directions in order to successfully complete this course.

H. Attendance Policy

Course Attendance at First Class Meeting – Policy for Graduate Students: For structured courses, 6000 and above, the College/Campus Dean will set the first-day class attendance requirement. Check with the College for specific information. This policy is not applicable to courses in the following categories: Educational Outreach, Open University (TV), FEEDS Program, Community Experiential Learning (CEL), Cooperative Education Training, and courses that do not have regularly scheduled meeting days/times (such as, directed reading/research or study, individual research, thesis, dissertation, internship, practica, etc.). Students are responsible for dropping undesired courses in these categories by the 5th day of classes to avoid fee liability and academic penalty. (See USF Regulation – Registration - 4.0101,

http://usfweb2.usf.edu/usfgc/ogc%20web/currentreg.htm)

Attendance Policy for the Observance of Religious Days by Students: In accordance with Sections 1006.53 and 1001.74(10)(g) Florida Statutes and Board of Governors Regulation 6C-6.0115, the University of South Florida (University/USF) has established the following policy regarding religious observances: (http://usfweb2.usf.edu/usfgc/gc_pp/acadaf/gc10-045.htm)

In the event of an emergency, it may be necessary for USF to suspend normal operations. During this time, USF may opt to continue delivery

of instruction through methods that include but are not limited to: Blackboard, Elluminate, Skype, and email messaging and/or an alternate schedule. It's the responsibility of the student to monitor Blackboard site for each class for course specific communication, and the main USF, College, and department websites, emails, and MoBull messages for important general information.

I. Policy on Make-up Work

Students may revise work as they are working to complete their canvas course and QM assessment rubric. Work will not be accepted past the last day of the course. Incompletes will be granted for students with a passing grade at the discretion of the instructor.

J. Program This Course Supports

This course supposrts the Masters in Education General

14. **Course Concurrence Information**

This course also services the Certificate in Online Teaching and Learning.