UNIVERSITY CORE CURRICULUM
ONLINE COURSE DEVELOPMENT

REQUEST FOR PROPOSAL

SOUTHERN ILLINOIS UNIVERSITY
EXTENDED CAMPUS
Introduction

_UCC Course Development_ funding is provided by SIU Extended Campus for the development of undergraduate core curriculum courses to the online learning environment.

Eligibility

All faculty members within SIU are eligible to apply. Existing and new UCC courses will be considered. Interested faculty must meet with an Instructional Designer from the Center for Teaching Excellence (CTE) and complete the SIU Online Development speed course prior to submitting the proposal.

Training & Development Resources

To access the SIU Online Development Speed Course, Quality Online Course Checklist, and other helpful resources, visit the following website by the Center for Teaching Excellence: [http://cte.siu.edu/idblog/instructor-resources/online-kit](http://cte.siu.edu/idblog/instructor-resources/online-kit)

Fundable Activities

This initiative is to provide development funding for online courses within the University Core Curriculum. It is principally for transferring traditional face-to-face courses to the online learning environment. New courses will be considered for funding, but are of a lower funding priority. Funds requested may include up to one month salary for the faculty member developing the course as well as $250 in related OTS for each faculty member and department. Note: $500 total OTS

Faculty compensation will be divided into two payments. One half of the approved salary will be paid at the beginning of course development and the second will be paid when the course is complete and reviewed by CTE. If faculty is responsible for developing more than one course, first and second payments will correspond with the course development sequence, which should be included within the program development plan.

INTELLECTUAL PROPERTY

Online programs developed with funds from SIU Extended Campus must be in compliance with University intellectual property policies and relevant copyright usage laws and standards. Intellectual property policies are available from the Office of Sponsored Projects and Administration.

DISABILITY ACCOMMODATIONS

It is the policy of Southern Illinois University to comply with the provisions of Americans with Disabilities Act, 42 U.S.C.A. Section 12101, et seq. (“ADA”). The ADA prohibits discrimination against qualified individuals with disabilities on the basis of their disability. The ADA provides, in part, that “no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any such entity.” All applications submitted must provide verification that the program’s courses and educational materials developed will be compliant with the ADA requirements. Southern Illinois University Web Accessibility Guidelines can be found at: [http://webservices.siuc.edu/accessibility/](http://webservices.siuc.edu/accessibility/)
REVIEW SCHEDULE

Submit applications to:

SIU Extended Campus, Executive Director, 850 Lincoln Dr. NW Annex Room 135

Proposals must be submitted by October 1st for spring or March 1st for fall. Applications will be reviewed by the Distance Education Council and applicants will be notified by October 30th or March 30th, respectively.

It is the faculty member’s discretion when the course will be offered (Spring, Summer, Fall), which should be within one year of the initial approval.

SELECTION CRITERIA

Individual courses will be selected to receive funding based upon the following:

1. Thoroughness of the completed proposal.
2. Course is considered an University Core Curriculum course.
3. Course comprised of a complete syllabus and learning objectives.
4. Faculty has met with CTE Instructional Designer and completed the Online Development Speed Course.
5. Course design incorporates quality online instructional approaches. (See Quality Online Course Checklist)
6. Course seeks innovative approaches to online learning.
7. Proposal demonstrates strong learning experiences, opportunities for students to practice and apply knowledge, and methods to check learning and provide feedback to distant students.
8. Course demonstrates extensive interaction between student and faculty, student and student, and student and course content. These can include, but are not limited to, chats, discussion, Web conferencing, podcasting, content interaction, group projects, simulation, and blogging.
9. Course plan clearly describes the design strategies and is realistic according to the proposed development timeline.
10. Faculty needs to clearly understand that the final payment is contingent upon completion of the development of the course on SIUonline (also referred to as D2L, Brightspace) and upon review and approval by the Center for Teaching Excellence.
ONLINE CORE COURSE DEVELOPMENT
Funding Application

__________________________________________________________________________

COURSE: Subject Area Code:_______ Number:_______

__________________________________________________________________________

Full Title:_________________________________________________________________

HOURS: _____ UCC Area: ______________________________

COURSE DESCRIPTION:

__________________________________________________________________________

__________________________________________________________________________

Name of Applicant:_____________________________  NTT_____  T/TT _____

College: _________________________

Contact Information: _____________________________________________________________

TOTAL FUNDS REQUESTED:

__________________________________________________________________________

CENTER FOR TEACHING EXCELLENCE

Person you met with in CTE: ________________________________

Date of meeting with CTE: __________

Date Online Development Speed Course completed:__________

__________________________________________________________________________

PLEASE PROVIDE THE FOLLOWING IN A SEPARATE DOCUMENT

1. LEARNING OUTCOMES: List the learning outcomes for this course.

2. DELIVERY: Describe the technologies, materials, and instructional approach that will be used to deliver the course

3. DESIGN: Describe the types of learning experiences planned for this course and the opportunities for students to practice and apply knowledge.

4. INTERACTION: Describe the types of interaction planned for the course between student and faculty, student and student, and student and course content. Include how you plan to provide feedback to distant students.

5. ASSESSMENT: Provide a plan for evaluating students and for measuring student learning outcomes

6. TIME LINE: Provide your work plan and timeline for development and completion. Faculty needs to clearly understand that the final payment is contingent upon completion of the development of the course on SIUonline (also referred to as D2L, Brightspace) and upon review and approval by the Center for Teaching Excellence.
Signature Page

Faculty Signature .................................. Date

Chair/Director Signature  .................................. Date

Dean .................................. Date

Mandara Savage  
Executive Director, Extended Campus  
Approved Not Approved

James Allen  
Associate Provost, Academic Programs  
Approved Not Approved