Professional Development for NNU Online

Grounded in research-based standards for online course design, scholarly theoretical models and practical experience, our comprehensive program aims to help faculty approach online course design, development, and delivery with a solid understanding of best practices.

Program Summary

When	What
Semester before teaching	● Faculty participate in three phases of preparation which together comprise the **NNU Online Faculty Institute**: ○ ***Online Course Design Seminar*** - 6 weeks ○ ***Online Course Development Collaboration*** - 6 weeks ○ ***Online Teaching Workshop*** - 2 weeks, which may overlap with the Collaboration phase ● Compensation for completing the three-phase professional development and developing the online course is $1,400 (for Title III-funded courses). The stipend will be paid in two installments, the first occurring after faculty successfully complete the Online Course Design Seminar.
While teaching	● Faculty receive informal mentoring. ● Compensation for teaching is determined by the university's pay scale for education level and experience, and by the number of course credits: ○ Bachelor's degree: $675/credit ○ Master's degree: $750/credit ○ Master's degree + 20 graduate credits: $843/credit ○ Terminal degree: $936/credit
Semester after teaching	● Faculty engage in an **Online Course Pilot Review**, which includes a formal evaluation of the course design using Quality Matters™ standards. ● Compensation for completing the pilot review (for Title III-funded courses) is $1,500, paid after any and all course revisions have been made.

NNU Online Faculty Institute: Details

Phase 1: Online Course Design Seminar

Overview

- Faculty participate in a **fully online, six-week seminar** in the Canvas learning management system that consists of online readings and discussions with other NNU faculty and adjuncts, giving them the experience of an online student.
- Faculty explore nationally recognized [standards for online course design](#) as well as best practices for creating engaging content and purposeful activities.
- Faculty have opportunity for in-person or virtual consultations with the instructional designer.

Expectations

- Faculty will commit to **approximately three hours each week** to complete the seminar activities, **plus additional time for course conceptualization** and actual content creation.
- Faculty will complete course design "deliverables" each week and receive feedback from the instructional designer. Deliverables will include the following:
  - General Education Outcome(s), course goals and learning objectives
  - Student assessment plan and grading scheme
  - Pattern for weekly module schedule
  - Course design map (3-column table of topics, objectives, and activities/ assessments for each week)
  - Instructions for major assignments
  - Plan for providing devotionals
  - Syllabus, using a customizable template

Phase 2: Online Course Development Collaboration

Overview

- For **six weeks**, faculty read about accessibility, copyright, and other topics related to course development while working individually to build their online course within Canvas.
- Faculty have opportunity for in-person or virtual work sessions with the NNU Online Instructional Designer and/or the Support Specialist, who works with multimedia.
- Student employees provide hands-on assistance with quality assurance, such as creating closed captions for videos, checking for accessibility and consistency, or correcting typographical errors.

Expectations

- Faculty will commit to **approximately 30 minutes each week** to complete the online readings **plus at least four hours each week** to build their course content.
- Faculty will complete course development "deliverables" each week, either module by module or by activities, e.g., all readings, all quizzes, all discussion prompts, etc.
- By the end of the collaboration phase, faculty should have at least 80% of the online course developed.

Phase 3: Online Teaching Workshop

Overview

- Faculty participate in a **fully online, two-week seminar** in Canvas that consists of online readings and discussions with other NNU faculty and adjuncts, giving them the experience of an online student.
- Faculty ensure that their developed course meets nationally recognized standards for online course design.
- Faculty explore online teaching strategies to ensure interaction with and among students, to foster academic progress, and to create a manageable instructor workload.

Expectations

- Faculty will commit to **approximately three hours each week** to complete the workshop activities. **NOTE:** Due to the nature of the academic calendar, the workshop may overlap with Online Course Development Collaboration.
- Faculty will complete several course teaching "deliverables," including the following:
  - Initial communication pieces, which may include a welcome video
  - Plans for time management
  - Methods for providing feedback
  - A Philosophy of Teaching Online

NNU Online Faculty Institute: Schedule

Semester of Involvement	Phase 1: Design Seminar	Phase 2: Development Collaboration	Phase 3: Teaching Workshop	Ready to Teach
FA17	Sept. 11 to Oct. 29, 2017 Weeklong hiatus from Oct. 9 to 15 (Columbus Day & Trustees visit)	Oct. 30 to Dec. 17	Oct. 30 to Nov. 12	SP18
FA17/SP18	Oct. 30 to Dec. 17, 2017 Weeklong hiatus from Nov. 20 to 26 (Thanksgiving week)	Jan. 8 to Feb. 18	Feb. 5 to Feb. 18	SP18 2nd quad
IF NEEDED SP18	Jan. 22 to March 11, 2018 Weeklong hiatus from Feb. 19 to 25 (President's Day)	March 12 to April 22	April 16 to April 29	SU18

Contacts

Title III Program Director
Bethany Haglund
BHaglund@nnu.edu
(208) 467-8353
Learning Commons 146A

NNU Online Instructional Designer
Crystal Nielsen
CDNielsen@nnu.edu
(208) 467-8359
Learning Commons 146B