

Quality Matters™ Program Designation | 2010

Proposal Form

Quality Matters Recognition

Institution or Program-Level Quality Matters Implementation Plan

Name of Institution:

University of Cincinnati College of Education, Criminal Justice and Human Services (CECH)

Name(s) of Specific Program(s), if QM implementation will be program-specific:

1. School of Education
2. School of Criminal Justice
3. School of Human Services

Title of the QM Implementation Plan: Quality Matters at CECH

(If plan is contained in a separate document, please include it with your proposal.)

Highest level of authorization for the Plan (e.g., Faculty Senate, dean, provost, president):

Dean Larry Johnson

Initiation Date of the Implementation Plan: November, 2011

Name & Title of the Plan Manager:

Sarah Schroeder, Field Service Assistant Professor and Instructional Designer

Components of the Plan:

1. Quality Matters – Managed Course Reviews (*Not applicable*)
 - a. ___ in Year 1
 - b. ___ in Year 2
 - c. ___ in Year 3
 - d. ___ in additional years
2. Subscriber-Managed Course Reviews (approx 150-200)
 - a. 10-15 in Year 1
 - b. 20 minimum in Year 2
 - c. 20 minimum in Year 3
 - d. 20 per year in additional years
3. Internal (Unofficial) Course Reviews* (approx 150-200)
 - a. 25 minimum in Year 1
 - b. 25+ in Year 2
 - c. 25+ in Year 3

d. ? in additional years

We have nearly 700 online courses offered out of our college within the University of Cincinnati; however, we plan to begin QM reviews with two strategic programs that have been applying the QM rubric to their online course design for some time. Our goal is to have all core courses in fully online programs and certificates within CECH go through the formal, subscriber managed QM peer review process.

Courses will go through a series of CECH checkpoints, including internal (informal) review before being submitted for formal, subscriber managed QM peer review. These checkpoints include:

1. Course builders will build their courses using our QM Alignment Guide and simplified QM rubric worksheet
2. Courses will be given to the school or college's instructional designer for review
3. Suggestions along with annotations from the QM rubric to support the suggestions will be returned to the course builder
4. Revisions will be completed by the course builder and approved by the instructional design team
5. The course will go into the queue for official subscriber managed QM review

4. QM Training – indicate number of participants for all that apply:

a. Applying the QM Rubric: 25 Year 1; 15 Year 2; 10 Year 3

Does plan include training of internal staff to offer this workshop?
 yes no

If yes, in which year would this training become internal? Year 1

b. Peer Reviewer Certification: 20 Year 1; 10 Year 2; 5+ Year 3

c. Train the Trainer: 1 Year 1; 1 Year 2; 1 Year 3

d. Master Reviewer: 5 Year 1; 5 Year 2; 5 Year 3

e. Additional workshops through QM may be available to faculty as funding permits.

5. Describe other components of the plan (e.g., additional faculty development activities, integration of QM standards in other training or formats, etc.)

a. Faculty and course builders will be encouraged to attend a face to face workshop or online self-paced module to introduce QM, help them understand the QM mission and vision, and understand the CECH QM initiative.

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- b. Applying the QM Rubric will be offered to all faculty and staff. Faculty and staff attending will receive an annotated QM rubric workbook and the option to complete the Peer Reviewer Certification training. The Dean's office will fund all training for faculty who complete both trainings and become a peer reviewer. Faculty becoming a peer reviewer and committing to sit on two course review teams will receive professional development funds as well.
 - c. A series of self-paced online and face-to-face sessions will be offered covering the eight key areas of the QM rubric.
 - d. Best practices reflecting QM standards will be shared by faculty at faculty brown bag sessions (INT: Teaching and Technology) each quarter
 - e. Monthly Quality Matters design tips will be featured on the college's technology/design blog
 - f. A Quality Matters Resource Course will be available through Blackboard for all online instructors and course builders. Instructors and builders will be able to copy key areas from this course into their own to help them meet the standards of the QM rubric.
 - g. All three schools within the college will strongly encourage course builders to use the Course Navigation Shells as a starting point for their course design. These shells will guide instructors and builders in how to structure content, navigation, and assessment to meet the QM standards.
 - h. Quality Matters will become a part of the language and culture of CECH through printed materials, online materials, support of the school chairs, and communication from the office of the Dean. QM will become a standard to which all of our online and blended courses will be held and that our face-to-face courses using the course management system will be encouraged to apply.
6. Statement the College of Education, Criminal Justice and Human Services at UC will use, if QM recognition is granted:

The University of Cincinnati's nationally ranked College of Education, Criminal Justice, and Human Services (CECH) is committed to providing quality online instruction to our students both around the corner and across the globe. We are applying rigorous, nationally recognized Quality Matters™ standards in an effort to continuously improve the design and delivery of all online courses within the college. When complete, any student needing the flexibility of online education will have access to coursework designed and delivered to meet the highest standards and best practices for online learning.

Official Institutional Approval:

Signature: _____

Printed Name: Dr. Larry Johnson

Date: _____

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Title: Dean, College of Education, Criminal Justice and Human Services

Institution: University of Cincinnati, College of Education, Criminal Justice and Human Services

Submit to: Dr. Ron Legon, Executive Director, at rlegon@qualitymatters.org.