# **Course Modification Approval Rubric**

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| --- | --- |
| Instructor Name: | Course Title and Number: |
| School/Department: | Date: |
| Instructional Modality Requested: Online Hybrid  This proposal provides evidence that this instructor recognizes the amount of time required to develop, train for, and deliver this course in the proposed modality: Yes No | |

***Rate the following sets of questions:***

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Section 1: Design and Planning** | | | | | | | | | | | | | | | | |
|  | | | **Well-Developed** | | | | **Somewhat**  **Developed** | | | | **Under-Developed** | **Not Addressed** | | | | |
| Pedagogical Advantages of Modality Change | | |  | | | |  | | | |  |  | | | | |
| Alignment: CLOs, Assessment, LEs | | |  | | | |  | | | |  |  | | | | |
| Communication Structures/Standards | | |  | | | |  | | | |  |  | | | | |
| Course Navigation & Organization | | |  | | | |  | | | |  |  | | | | |
| **Comments:** | | | | | | | | | | | | | | | | |
| **Section 2: Content Presentation and Technology** | | | | | | | | | | | | | | | | |
|  | **Well-Developed** | | | | | **Somewhat**  **Developed** | | | **Under-Developed** | | | | **Not Addressed** | | | |
| Content Presentation & Technologies |  | | | | |  | | |  | | | |  | | | |
| Clear Instructions & Expectations |  | | | | |  | | |  | | | |  | | | |
| Distinction btwn Req. and Optional Materials |  | | | | |  | | |  | | | |  | | | |
| Institutional Services |  | | | | |  | | |  | | | |  | | | |
| **Comments:** | | | | | | | | | | | | | | | | |
| **Section 3: Community and Engagement** | | | | | | | | | | | | | | | | |
|  | **Well-Developed** | | | | **Somewhat**  **Developed** | | | **Under-Developed** | | | | | | **Not Addressed** | | |
| Varied Activities for ST-F Interaction |  | | | |  | | |  | | | | | |  | | |
| Varied Activities for ST-ST. Interaction |  | | | |  | | |  | | | | | |  | | |
| Multiple Ways to Engage in Class |  | | | |  | | |  | | | | | |  | | |
| Instructor Presence |  | | | |  | | |  | | | | | |  | | |
| **Comments:** | | | | | | | | | | | | | | | | |
| **Section 4: Assessment and Evaluation** | | | | | | | | | | | | | | | | |
|  | | **Well-Developed** | | | | **Somewhat**  **Developed** | | | | **Under-Developed** | | | | | **Not Addressed** | |
| Grading Policies/Eval. | |  | | | |  | | | |  | | | | |  | |
| Balance of Assessment Types & Weights | |  | | | |  | | | |  | | | | |  | |
| Plan for Frequent & Timely Feedback | |  | | | |  | | | |  | | | | |  | |
| Prior Knowledge Expectations & Addressing Gaps | |  | | | |  | | | |  | | | | |  | |
| Effectiveness of the modality/course improvement | |  | | | |  | | | |  | | | | |  | |
| Academic Honesty Assurance | |  | | | |  | | | |  | | | | |  | |
| **Comments:** | | | | | | | | | | | | | | | | |
| **Section 5: Accessibility and Inclusion** | | | | | | | | | | | | | | | | |
|  | | | | **Well-Developed** | | **Somewhat**  **Developed** | | | | **Under-Developed** | | | | | | **Not Addressed** |
| Supports DEI | | | |  | |  | | | |  | | | | | |  |
| Accommodations | | | |  | |  | | | |  | | | | | |  |
| Preparing for Special Needs (ADA) | | | |  | |  | | | |  | | | | | |  |
| Assistive Technologies | | | |  | |  | | | |  | | | | | |  |
| Compliance with FERPA | | | |  | |  | | | |  | | | | | |  |
| **Comments:** | | | | | | | | | | | | | | | | |