
I. Online Course Instructor Certification Policy Statement (Policy KC-ACA-3205)

Effective Fall term of 2018 instructors teaching any online, for-credit and non-credit courses with an attribute of Online Synchronous (OS), Online Asynchronous (OA), Online Campus (OC) or Blended (B) must complete UMKC Online Teaching Certification prior to teaching an online course at UMKC.

All new academic hires, those with primary instructor responsibilities for one or more courses as a condition of their contract, will have one semester to complete the UMKC Online Teaching Certification. An instructor that was assigned to credit/non-credit online coursework due to unforeseen circumstances will have a one semester grace period and will be permitted to teach the assigned online coursework. Instructor(s) will not be allowed to teach future online credit/non-credit sections in the School of Education until UMKC Online Teaching Certification has been successfully completed.

Recertification of instructors will be required every three years through the completion of the UMKC Online Certification.

II. Online Course Certification Policy Statement (Policy KC-ACA-3205)

Effective fall term of 2018, any online, for-credit and non-credit courses with an attribute of Online Synchronous (OS), Online Asynchronous (OA), Online Campus (OC) or Blended (B) must be approved to be taught online by the responsible School of Education Division. Courses approved to be taught online must be certified through the UMKC/Quality Matters online course review prior to being listed in the schedule of courses.

III. Reason for Policy

The Higher Learning Commission (HLC) and the National Council for State Authorization Reciprocity Agreements (NC-SARA) have adopted the “Council of Regional Accrediting Commissions (C-RAC): *Interregional Guidelines for the Evaluation of Distance Education*” as the standards by which online programs are evaluated and accredited. Nine specific categories are identified and cover all aspects of online program delivery and assessment. Demonstrated compliance with these guidelines is a requirement for regional accreditation through HLC and membership into SARA. Membership into SARA is a requirement for online programs to be offered outside of the state of Missouri. Lack of compliance with these guidelines can lead to loss of institutional accreditation or other significant penalties and sanctions. Third party rankings, such as the U.S. News Ranking of Online Programs, use evidence of compliance with the C-RAC guidelines to review and rank institutions.

Instructional Mode Definitions

(November, 2015 Adopted)

UMKC has a variety of online courses. They are: (1) Instructor-Led Online Asynchronous, (2) Online Synchronous, (3) Blended, (4) Online-Campus, and (5) Video. Here are the definitions that the University Registrar has established for the different types of instruction.

Online Asynchronous (OA)

Teaching and learning activities occur online through the use of a variety of eLearning technologies and resources. The course **has no required real-time (synchronous) interactions** between instructor and students. The course is characterized by regular and substantive asynchronous online interactions between course instructor and course participants. There are defined deadlines for completion of assignments and other course related activities. **Requires Instructor & Course Certification.**

Online Synchronous (OS)

Teaching and learning activities occur online through the use of a variety of eLearning technologies and resources. The course **has required real-time (synchronous) interactions** between instructor and students, usually through the use of online conferencing tools. The course is characterized by regular and substantive online interactions between course instructor and course participants which occur both synchronously and asynchronously. There are defined deadlines for completion of assignments and other course related activities. **Requires Instructor & Course Certification.**

Online-Campus (OC)

Participants of an OC course **meet between one and four times on-campus**. The remainder of the course occurs online through activities and interactions using a variety of eLearning technologies and resources. These activities can occur in real-time (synchronously) or asynchronously. There are defined deadlines for completion of assignments and other course related activities. **Requires Instructor & Course Certification.**

Blended (B)

Participants of a **Blended (B)** course **meet five or more times on-campus**. The remainder of the course occurs online learning through activities and interactions using a variety of eLearning technologies and resources. These activities can occur in real-time (synchronously) or asynchronously. There are defined deadlines for completion of assignments and other course related activities. **Requires Instructor & Course Certification.**

Source: UMKC Online: Instructional Mode Definitions - <http://online.umkc.edu/online-programs/instructional-mode/>