The Faculty Senate approved a motion on Feb. 28, 2012 that reads:
"We, the Faculty Senate of the University of Wisconsin-Platteville, request that all academic units declare a moratorium on all new undergraduate hybrid courses -- such courses are defined as any course that reduces face-to-face meeting time by 10 percent or more as a result of an online component -- until a university policy for creation, approval, support, and oversight of such courses has been established and approved by the University Undergraduate Curriculum Committee and the Faculty Senate."

1) On Sept. 25, 2012, a policy was approved, but it isn't in the minutes. I don't have access to the document. What was that motion?

2) On Sept. 10, 2013, the form was rejected, but the form is supposed to be revisited it has not been so far.

Therefore, do you have a policy for hybrid courses or not? I am attaching the hybrid course approval form that was rejected.

3) I received a question about getting approval for a hybrid course in graduate studies. Graduate Council, by the way, is not in the bylaws. Therefore, I don't know who (what authority) Graduate Council reports to. Does it report to Faculty Senate? Why or why not? Should Graduate Council be in the Bylaws?

Since UUCC is "undergraduate" courses only, would any of its policies affect Graduate Council? Therefore, would the UUCC policy affect their process for pursuing a hybrid course?

4) What about the hybrid courses that are already in place? Does the moratorium affect them, or just new ones? How would UUCC have jurisdiction over existing courses that aren't changing?
Hybrid Course Proposal Form

Department/School: 

College: [ ] EMS [ ] BILSA [ ] LAE

Faculty or academic teaching staff: 

Course (acronym, number, name): 

Semester/year: ___________________________ Class meeting times: ___________________________

Refer to the Hybrid Course Policy from Faculty Senate (September 2013) before completing this form. When completed, submit this form to your department/school for consideration. If necessary, the form may be forwarded to the College Curriculum committee for consideration. When completed and approved, this form should be added to the syllabus file kept by the department and shared with the public upon request.

Recommended due dates: This form, with approvals, should be completed prior to advising each semester (roughly October 1 and March 1 each year).

Use as much space as necessary to answer thoroughly the questions below.

1) What is your pedagogical rationale for using alternative delivery methods instead of teaching face-to-face?

2) What is the percentage of time that alternative delivery methods will be used to replace face-to-face class time (i.e., 10 to 99% is considered a hybrid course)?

3) What will the pattern be of face-to-face meetings and alternative teaching methods (such as given number of times each week)?

4) What are the qualifications of the instructor to effectively utilize the alternative delivery method(s) for this course (e.g., list Teaching & Learning Center workshops by title/date attended; include experience with teaching online and/or in hybrid courses)? If none, this form should be forwarded by the department to the College Curriculum committee for consideration.
5) Which best practice, model, and/or resources provided by the Teaching & Learning Center relates to this hybrid course? [Sample assignments or activities utilized through alternative methods, instead of face-to-face teaching, could be described to answer this question.]

6) How will your use of alternative delivery methods be evaluated by students in this course?

Signatures:

______________________________________________________________________________  ______________________________________________________________________________
Instructor  Date

This course is proposed as:  [ ] overload  [ ] reduction in load  [ ] part of load

Approvals:

______________________________________________________________________________  ______________________________________________________________________________
Department/School Chair  Date

This course is approved as:  [ ] overload  [ ] reduction in load  [ ] part of load

______________________________________________________________________________  ______________________________________________________________________________
Dean  Date

College Curriculum committee chair  ________________________________________________________________________________

This course is approved as:  [ ] overload  [ ] reduction in load  [ ] part of load

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