

Online Teaching and Learning Committee

End-of-Year Report

AY2024-25

Membership:

Co-Chairs: Andrea Adams and Audrey Burnett

Members: Jim Bywater, Sarah Cheverton, Emily Gravett, Greg Hackbarth, Leslie Harlacker, Karina Kline-Gabel, Juhong Christie Liu, Sarah MacDonald, Laura Miller, and Christina Wulf

Charge: The Online Teaching and Learning Committee (OTLC) provides structure and coordination for initiatives that support success in online teaching and learning. Committee work is informed by and provides input on evolving decisions regarding JMU's online learning strategy. The committee has created a Faculty Advisory Group, whose members serve as a facilitator group and ambassadors to the OTLC, as well as a sounding board for faculty concerns and ideas regarding online pedagogy.

Specific areas of focus for the committee include:

- Course development and instructional design
- Faculty professional development and support
- Online program development
- Student support and success
- Technology infrastructure and support

The committee reports to JMU's Chief Online Learning Officer while working in collaboration with the Online Strategy and Online Policy, Accreditation and Compliance offices (housed within University Studies), and JMU's Chief Academic Technology Officer.

Summary of Current Semester Activity:

- Based on the original document, which was developed pre-pandemic, as a committee, we fine-tuned the online "guidebook" to include more relevant and current resources, best practices, and campus policies pertaining to online pedagogy. While the document was pared down during our retreat in August, the bulk of the work happened throughout the year. The guidebook is currently being finalized and will soon be available to the JMU online teaching community.

- While feedback and layout suggestions were garnered from the entire committee, Sarah Cheverton was instrumental in revamping the '[JMU Online Learning](#)' webpage, which hosts a variety of resources for faculty, students, and AUH's regarding online teaching and learning, including state authorization resources.
- This was the inaugural year of the OTLC Faculty Advisory Group, which is comprised of nine instructional faculty members with significant online teaching experience. We met a total of four times (twice per semester, 1.5 hours per meeting). We reviewed with the group the accomplishments of the larger committee, and discussed a plan for next year's work, which includes developing a charter, creating an online "best practices" webpage or module (Canvas), and drafting rubrics that faculty may use to ensure quality within their online courses.
- Provided committee members the opportunity for coordination and communication across various stakeholders and departments that support online and hybrid learning. Specific topics have included best practices in online learning (including enrollment, engagement, length of course, etc.), state authorization compliance, Title II Digital Accessibility regulations, online learning strategy, understanding need for online instructors for Gen Ed courses, AI, online course and program development, introduction to new Office of Disability Services Director, and Reengineering Madison updates.

Future Work Planned:

- As a committee, continue developing and reviewing resources and content that support online and hybrid learning, which will be published on '[JMU Online Learning](#).' Coordinate with the OTLC Faculty Advisory Group to inform and develop online learning resources and best practices for the website.
- As a committee, continue to enhance coordination and communication across various stakeholders and departments that support online and hybrid learning.