

Online and Hybrid Learning Committee

Purpose

The purpose of the Online and Hybrid Learning Committee is to continuously improve the communications, delivery, and support of online and hybrid education for SCTCC. The scope includes all aspects of the college's operation that define, influence and shape the student experience with online and hybrid education at SCTCC.

Primary Responsibilities

- Support faculty in the development and implementation of high quality online and hybrid academic offerings
- Foster a culture of continuous improvement in online and hybrid learning
- Contribute to the assessment and improvement of equity and inclusion in the online and hybrid education experience at SCTCC
- Identify resources needed for improvement of online and hybrid education; this includes faculty and student experiences, and outcomes
- Ensure proper support functions are supported for student learning and readiness in online and hybrid education at SCTCC

Cabinet Liaison

The Vice President of Academic Affairs will serve as the liaison from this committee to the Cabinet and will attend meetings on an as needed basis. A one page Annual Report summarizing the committee accomplishments will be submitted annually to the Cabinet liaison.

Meeting Schedule

The Online and Hybrid Learning Committee Chair will determine the frequency and schedule of meetings with input from committee members. It is anticipated that subcommittees will meet more frequently than the overall committee, reporting back their progress on specific items to the larger committee.

The Committee charter document, membership list, meeting schedule, agendas, meeting summaries, and other information will be available and posted on an internal College site.

Membership and Terms

The committee will be chaired by the Dean of Business, IT, & Online Education (1 member)

Optimal membership will reflect the diversity of the students we serve and include:

- 2 MSCF faculty representatives from *each* division (within LAS, includes representation of STEM & humanities) (8 MSCF members)
- One "at large" faculty (1 member)
- Representation from IT – Preferably the Online Learning Assistant (1 member)
- Librarian or Library employee (1 member)
- Representation from Student Affairs – Academic Advisor; Coordinator from the Mary Stengler Center for Academic Support; 1 other rep from Student Affairs (3 members)

Term duration for members will be three years, with a rotation established that allows for one third of the members' term to end with one third of the committee members' term to begin each year. The initial rotation will be established via lottery of current members.

Date Adopted 01.05.2021 Approved by President's Cabinet

Date Revised