Intercampus Course Sharing ProposaL

New Proposal – COURSE DESCRIPTION

Please be sure to contact your instructional designer to consult with and approve your proposal prior to moving forward.

|  |  |
| --- | --- |
| Proposal Title |  |
| Anticipated Offer Term |  |
| Offer Status |  |
| Brief Description |  |

Institutions

Replicate the Secondary Institution Information below to complete the chart for **EACH collaborating university** you wish to be attributed to the Intercampus Course Sharing program.

|  |  |  |  |
| --- | --- | --- | --- |
| Primary Institution Information | | Secondary Institution Information | |
| Institution |  | Institution(s) |  |
| Course Subject |  | Course Subject |  |
| Course Title |  | Course Title |  |
| Course Career  *(i.e. GRAD or UGRAD)* |  | Course Career  *(i.e. GRAD or UGRAD)* |  |
| Catalog Number |  | Catalog Number |  |
| Principle Instructor  *(on Primary Campus)* |  | Principle Instructor  *(on Secondary Campus)* |  |
| Department Chair |  | Department Chair |  |
| Course Description |  | | |
| Collaborators  Please list the collaborators:   |  |  | | --- | --- | | Additional Faculty Collaborators | Additional Faculty Collaborators | |  |  | | Additional Comments (if needed) | Additional Comments (if needed) | |  |  |   BUDGET  Note: Salary calcuations should include benefits (when applicable)  complete the table provided below by Itemizing the course budget FOR **EACH COURSE** (and provide jusitifcation for the request). You may add rows as needed.   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Expenditure Details** | **$ MU** | **$ S&T** | **$ UMKC** | **$ UMSL** | **$Total** | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | | **$ Total** |  |  |  |  |  |   TOTAL PROPOSED BUDGET: $\_\_\_\_\_\_\_\_\_\_ | | | |

RationalE for Developing a Shared Course

In this section please describe why you and those you are collaborating with feel that this course should be shared. Items to consider including are:

* Describe how you feel that will help the universities faculty and students involved.
* If there are challenges that this could solve please describe that as well and how the proposal will address the issues.
* Describe if this is a required or elective course and if required for how many degree programs
* Does this course require a specialized expertise that other universities do not have access to?
* Is this a series of courses that will be shared? If so please describe the progression.

NATURE OF IMPACT IF COURSE IS DEVELOPED AND SHARED

In this section please describe the anticipated impact for students and faculty. Items to consider including are:

* Provide the number of students you anticipate this will impact.
* Does this a course that often has a wait list at other universities?
* How often will this class be offered as a shared course?
* How will this impact the faculty involved in the proposal?

Proposed teaching technologies and course modality

In this section please describe the proposed teaching technologies and course modalities that will be used. Items to consider including are:

* Is the class synchronous/asynchronous?
* What are the tools and resources used to make this successful?
* What are the planned learning outcomes of the course
* What are the instructional/pedagogical strategies (e.g. assessment type, collaborations, etc.)
  + Will tests need to be proctored?
* What strategies will you use to measure success?
* What technology will be needed?
* Please Note: if any other departments are supporting this effort consider adding someone you are working with as a collaborator

Additional Course Considerations

SPECIAL FUNDING CONSIDERATION WILL BE GIVEN TO PROPOSALS THAT ATTEMPT TO IMPLEMENT ONE OR MORE OF THE FOLLOWING IN: AFFORDABLE & OPEN EDUCATION RESOURCES, DIVERSITY & INCLUSION EFFORTS, OR ADA ACCOMMODATIONS. PLEASE REVIEW THE SUGGESTIONS BELOW AND CHECK ALL THE BOXES THAT APPLY.

AFFORDABLE & OPEN EDUCATION RESOURCES

Affordable Education Resources are considered to be the textbook costs for a class that total less than $40. OER are teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property license that permits their free use and re-purposing by others. Open educational resources include full courses, course materials, modules, textbooks, streaming videos, tests, software, and any other tools, materials, or techniques used to support access to knowledge.

[ ] I HAVE OUTLINED THE A&OER MATERIALS IN THIS PROPOSAL AS A RESULT OF CONSULTATION WITH THE CENTER FOR TEACHING AND LEARNING, LIBRARY, AND/OR EDUCATIONAL TECHNOLOGY OFFICE.

|  |  |
| --- | --- |
| * **MU** * [Teaching and Learning](https://tlc.missouri.edu/) * [Educational Technology](http://etatmo.missouri.edu/) * [Library Guide](http://libraryguides.missouri.edu/) | * **Missouri S&T** * [Teaching and Learning](http://certi.mst.edu/) * [Educational Technology](http://etatmo.missouri.edu/) * OER Guide: Send email to: [gallardom@mst.edu](mailto:gallardom@mst.edu) |
| * **UMKC** * [Teaching and Learning](https://www.umkc.edu/provost/facet/) * [Educational Technology](https://online.umkc.edu/faculty/teaching-resources/) * [Library Guide](https://libguides.library.umkc.edu/OER) | * **UMSL** * [Teaching and Learning](http://www.umsl.edu/services/ctl/) * [Educational Technology](http://www.umsl.edu/services/ctl/onlinelearning/index.html) * [Library Guide](http://www.umsl.edu/library/research-help/ask-a-librarian/index.html) |

[ ] I have consulted with the bookstore to implement the auto-access option for my course(s).

* [MU AutoAccess](https://www.themizzoustore.com/t-autoaccess.aspx)
* [Missouri S&T AutoAccess](https://www.thesandtstore.com/t-autoaccess.aspx)
* [UMKC AutoAccess](https://www.umkcbookstore.com/t-autoaccess.aspx)
* [UMSL AutoAccess](https://www.umsltritonstore.com/t-autoaccess.aspx)

[ ] OTHER

• Please Describe:

**OR**

(OPT-OUT)

[ ] I WILL NOT SELECT A&OER MATERIALS FOR THIS CLASS (THESE CLASSES) AND UNDERSTAND THAT THIS OPTION NOT APPLICABLE FOR SPECIAL FUNDING CONSIDERATION

Diversity & Inclusion

It is essential that in providing high quality educational opportunities, we commit ourselves to fostering and embracing a campus and regional culture of inclusion, characterized by the recognition and appreciation of the contributions of all people.

[ ] I have outlined diversity & inclusion considerations in this proposal as a result of consultation with the center for teaching and learning, diversity & inclusion office, and/or educational technology office.

|  |  |
| --- | --- |
| * **MU** * [Teaching and Learning](https://tlc.missouri.edu/) * [Diversity](https://diversity.missouri.edu/) * [Educational Technology](http://etatmo.missouri.edu/) | * **Missouri S&T** * [Teaching and Learning](http://certi.mst.edu/) * [Diversity](http://iedi.mst.edu/) * [Educational Technology](http://edtech.mst.edu/) |
| * **UMKC** * [Teaching and Learning](https://www.umkc.edu/provost/facet/) * [Diversity](http://info.umkc.edu/diversity) * [Educational Technology](https://online.umkc.edu/faculty/teaching-resources/) | * **UMSL** * [Teaching and Learning](http://www.umsl.edu/services/ctl/) * [Diversity](http://www.umsl.edu/services/odi) * [Educational Technology](http://www.umsl.edu/services/ctl/onlinelearning/index.html) |

Other

* Please Describe:

**OR**

(OPT-OUT)

[ ] I WILL NOT REVIEW THE COURSE MATERIALS OR TEACHING TECHNIQUES FOR THIS CLASS IN AN ATTEMPT TO ENSURE MORE CLASSROOM INCLUSION AND UNDERSTAND THAT THIS OPTION IS NOT APPLICABLE FOR SPECIAL FUNDING CONSIDERATION.

SELECT REASONS WHY:

[ ] It is not applicable to my subject

[ ] I'm not sure what this means

[ ] Other (please describe):

ADA Compliance

Students with disabilities are entitled to reasonable accommodations under state and federal law. These accommodations ensure equal access to the learning environment. Since a shared course is delivered online, there are many tools and resources that are already available in the online learning environment and are (or can be adapted) to be ADA compliant.

[ ] I have outlined ADA considerations in this proposal as a result of consultation with the center for teaching or educational technology office.

|  |  |
| --- | --- |
| * **MU** * [Teaching and Learning](https://tlc.missouri.edu/) * [Educational Technology](http://etatmo.missouri.edu/) | * **Missouri S&T** * [Teaching and Learning](http://certi.mst.edu/) * [Educational Technology](http://edtech.mst.edu/) |
| * **UMKC** * [Teaching and Learning](https://www.umkc.edu/provost/facet/) * [Educational Technology](https://online.umkc.edu/faculty/teaching-resources/) | * **UMSL** * [Teaching and Learning](http://www.umsl.edu/services/ctl/) * [Educational Technology](http://www.umsl.edu/services/ctl/onlinelearning/index.html) |

[ ] I have prepared course materials in one or more alternate text format such as PDF, Word, RTF, and ePub.

[ ] I have contacted the ADA office to ask for a compliance review of the course materials.

* MU ADA: ada.missouri.edu/
* Missouri S&T ADA: iedi.mst.edu/equity/ada/
* UMKC ADA: [www.umkc.edu/disability-services/](http://www.umkc.edu/disability-services/)
* UMSL ADA: [www.umsl.edu/services/disability/Faculty%20Resources/index.html](http://www.umsl.edu/services/disability/Faculty%20Resources/index.html)

Other

* Please Describe:

**OR**

[ ] I will not prepare reasonable accommodations for this class unless requested by a student with an accommodation plan and understand this option is not applicable for special funding consideration.