Instructor	Evaluating Faculty	DE Coordinator	Course Design
			Consistent course design/format is used. ****
			Clear structure and course organization is provided with opportunities for students to share in the responsibility for their learning.
			Course Design is cohesive and aligns to the SLO's, assessments, and activities.
			Content facilitates student interaction/understanding. ****
			The course is designed to facilitate easy navigation of course content.**** ***
			Course Syllabus is learner-centered and sets the tone for learning and engaging the student. **** ****
			Course module or unit outcomes are stated. ****
			Course resources are are clearly identified and easy to access.
			Course offers multiple opportunities for students to gain information (due dates are visible throughout course) ****
	████████████		*Course is prepared (ready for students to access it) and available to students by the first day of the term. ****
			*Hired 2 weeks or less before start of term. If so, _____ many days before the term began.
Instructor	Evaluating Faculty	DE Coordinator	Accessibility, ADA Compliance & Universal Design
			AccessibilityCourse accessibility is addressed (Videos captioned, other visual elements meet ADA standards, etc.) ****
Instructor	Evaluating Faculty	DE Coordinator	Student Learning Outcomes
			Instructor facilitates critical thinking. ****
			Instructor recognizes and acknowledges excellence in student work.
			SLO's are aligned with program and/or institutional learning outcomes.
			SLO's are stated in syllabus (or in the beginning of modules).
	████████████		SLO's and content are continuously evaluated for alignment.
			SLO's are clearly defined and measurable. ****
			SLO's are related to the appropriate level of learning.
			All SLO's for the course are assessed.
Instructor	Evaluating Faculty	DE Coordinator	Course Content
			All online activities and assignments are written with explicit instructions for how to participate, when responses or submissions are expected, and how the activities are assessed. ****
			Course offers opportunities for learners to engage in relevant activities that draw from authentic experiences whenever possible.
			Course activities are appropriately paced and are evenly distributed across modules.
			A course orientation is provided that familiarizes students with the learning management system, course navigation, and student support services. ****
			Instructor provides information for students regarding computer, hardware, and software requirements, as well as where to receive technical assistance. **** **** **** **** **** ****
			Instructor Includes netiquette behavior guidelines to enhance inclusion.****

These are simply examples for your reference. You do not have to copy or implement these examples.

***** Click for Additional resources (Videos, Instructions, etc.)

Distance Education

Going the Distance for our students!