

The University Senate of Michigan Technological University

PROPOSAL 26-13 REVISED

(Voting Units: Academic)

“BLENDED LEARNING POLICY”

I Introduction

A blended learning course is a course taught to registered students (long distance or on campus) at Michigan Technological University that is captured in a digital form for future use by the University and / or faculty. The Internet is the most important vehicle for delivering educational information, and it continues to grow, but blended learning could come in many forms. One example of blended learning is a traditional lecture captured in a digital form by video recording that can be used subsequently by both faculty and the university. If this type of blended learning is to grow at Michigan Tech., a policy is needed defining the intellectual property ownership and responsibility. This is likely to be the first of many proposals that will evolve as technology grows and the University and its faculty avail themselves of the new educational opportunities.

II Policy Statements

Following are the policies governing blended learning courses.

1. Any blending learning course will require an agreement between faculty member and the administration using a downloadable form described in this proposal and linked from the Center for Teaching and Learning (CTL) website.
2. Future changes to the form will require senate and administrative approval.
3. No faculty can be assigned a blended learning course against their wishes unless it was written into their letter of appointment.
4. Copies of the completed agreement form should be kept by the faculty member, the department, and filed with the Center for Teaching and Learning for clear documentation.
5. Disputes about agreements should be mediated by the College Dean and Ombudsman with the technical assistance of a member of eLearning staff.

III Agreement Form Text

The agreement will include the following text:

1. HEADER/TITLE:

Starting with the title, “MICHIGAN TECH BLENDED/ONLINE LEARNING STATEMENT OF UNDERSTANDING BETWEEN:”, the top of the form will then identify the FACULTY MEMBER(S) and DEPARTMENT(S), and then the Date of Inception of the agreement.

The title header will then identify the area of development in blended learning. Signatories will be asked to choose between:

- i. “All learning objects created by the faculty member” through an end date.
- ii. “Only learning objects created for” with specific Course(s)/Project Name(s) and the end date for each.

2. UNIVERSITY EXPECTATIONS

The form will include two check boxes with which the signatories choose between:

- i. The University expects to use these learning objects in the original context with or without the developing faculty member's involvement for a period of [Click here to enter text.](#) after the date of inception. Any use of these objects beyond that timeframe or in a different context will require permission from the faculty member, and may involve additional compensation.

Technical note: If this box is checked, department chairs/school deans or other university representatives should work with eLearning staff ensure that all materials are developed maintained in a place and way that the University can retain access to them. Video streams and copies of all materials should exist on University servers or within the Learning Management System.

- ii. The University may use these learning objects only with the permission and/or involvement of the developing faculty member.

3. DEVELOPING FACULTY MEMBER EXPECTATIONS

The form will include three check boxes from which the signatories choose:

- i. The Faculty member MAY use these learning objects in contexts outside of Michigan Tech so long as such uses do not state or imply affiliation with or endorsement by Michigan Tech.

Technical note: If this box is checked, faculty members should be sure to maintain copies of all materials in personal spaces or be prepared to support costs for media and staff time to make university resources portable. Video streams should reside on personal screencast, YouTube, or other accounts, and all other course files maintained in a portable (non LMS specific) format on media or computers owned by the faculty member.

- ii. The Faculty member MAY NOT use these learning objects in contexts outside of Michigan Tech.
- iii. The Faculty member MAY use these learning objects in contexts outside of Michigan Tech so long as such uses do not state or imply affiliation with or endorsement by Michigan Tech, and only if the following conditions are met: [additional text added as appropriate]

4. COMPENSATION

The form will include three check boxes from which the signatories choose:

- i. The Faculty member is performing this work as part of regularly assigned faculty duties and will receive no additional monetary compensation for the work.
- ii. The Faculty member will receive a one-time stipend of [Click here to enter text.](#) for work done on this project. No further compensation should be expected.
- iii. The Faculty will share income from this project with the department and university throughout its utilization as outlined policy 3.3.4 of the tenure track faculty handbook.

5. CONSENTING SIGNATURES

The form will provide space for the following signatures, formalizing the agreement:

- i. Developing Faculty Member
- ii. Department Chair/School Dean
- iii. College Dean or Provost

An example of the form described in this policy has been included below for reference.

MICHIGAN TECH BLENDED/ONLINE LEARNING STATEMENT OF UNDERSTANDING BETWEEN:

FACULTY MEMBER: [Click here to enter text.](#) and DEPARTMENT NAME: [Click here to enter text.](#)

Date of Inception of Agreement: [Click here to enter text](#)

RELATED TO:

All learning objects created by the faculty member through: [Agreement end date](#)

OR Only learning objects created for :

Course/Project Name. End date: Course/Project end date

Course/Project Name. End date: Course/Project end date

Course/Project Name. End date: Course/Project end date

Course/Project Name. End date: Course/Project end date

Course/Project Name. End date: Course/Project end date

Course/Project Name. End date: Course/Project end date

Course/Project Name. End date: Course/Project end date

Both parties agree not to use objects created during this period beyond end dates without a new agreement.

It is strongly suggested that copies of this agreement are kept by the faculty member, the department, and filed with the Center for Teaching and Learning for clear documentation. Disputes should be mediated by the College Dean and Ombudsman with the technical assistance of a member of eLearning staff.

UNIVERSITY EXPECTATIONS

CHECK ONE:

The University expects to use these learning objects in the original context with or without the developing faculty member's involvement through the agreement end date. Any use of these objects beyond that timeframe or in a different context will require permission from the faculty member, and may involve additional compensation.

Technical note: If this box is checked, department chairs/school deans or other university representatives should work with eLearning staff ensure that all materials are developed maintained in a place and way that the University can retain access to them. Video streams and copies of all materials should exist on University servers or within the Learning Management System.

The University may use these learning objects only with the permission and/or involvement of the developing faculty member.

DEVELOPING FACULTY MEMBER EXPECTATIONS

The Faculty member MAY use these learning objects in contexts outside of Michigan Tech so long as such uses do not state or imply affiliation with or endorsement by Michigan Tech.

Technical note: If this box is checked, faculty members should be sure to maintain copies of all materials in personal spaces or be prepared to support costs for media and staff time to make university resources portable. Video streams should reside on personal screencast, YouTube, or other accounts, and all other course files maintained in a portable (non LMS specific) format on media or computers owned by the faculty member.

The Faculty member MAY NOT use these learning objects in contexts outside of Michigan Tech.

The Faculty member MAY use these learning objects in contexts outside of Michigan Tech so long as such uses do not state or imply affiliation with or endorsement by Michigan Tech, and only if the following conditions are met:

Click here to enter text..

COMPENSATION

The Faculty member is performing this work as part of regularly assigned faculty duties and will receive no additional monetary compensation for the work.

The Faculty member will receive a one-time stipend of Click here to enter text. for work done on this project. No further compensation should be expected.

The Faculty will share income from this project with the department and university throughout its utilization as outlined in policy 3.3.4 of the tenure track faculty handbook.

Developing Faculty Member Signature _____ Date_____

Department Chair/School Dean Signature _____ Date_____

College Dean or Provost Signature _____ Date_____

Proposal 26-13 Introduced to Senate: 10 April 2013

Proposal was revised: 24 April 2013

Senate agreed to postpone proposal until Fall 2013: 24 April 2013