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## COOL Newsletter, Fall 2017

Coastal Office of Online Learning

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**COASTAL OFFICE OF  
ONLINE LEARNING**  
**e-NEWSLETTER**  
*[coastalonline@coastal.edu](mailto:coastalonline@coastal.edu)*

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## From the Director

Welcome to the third edition of our COOL e-newsletter!

As I enter my second academic year here at Coastal, I am excited to share with you some of the exciting initiatives that my staff and I are working on here for you, all focused on enhancing all aspects of the teaching and learning experiences for our faculty, staff and students in online and hybrid environments.

From the new online workshops with QAIO and BPOL (see Page 15), to our collaboration with our colleagues in the Accessibility and Disability Services Office in enhancing digital accessibility awareness on the CCU campus, we've had a great couple of semesters recently! You'll see more coming in the near future regarding additional work and training opportunities relating to digital accessibility, so be on the lookout for additional training opportunities from COOL on this and other important pedagogical topics. Moodle continues to grow in functionality, and our recent enhancements to our Learning Management System (LMS) provide you with even more opportunities to tap into unique methods of design, assessment and communication with your students.

COOL wants to recognize and promote the hard work of our faculty members on this campus and allow you the opportunity to showcase your excellent accomplishments in your courses. With that in mind, we're pleased to announce our upcoming [COOL Exemplary Showcase](#), coming this Fall 2017 term. With our two new **COOL Exemplary Courses, PUBH 121 and COMM 276** from the College of Science and the Edwards College of Humanities and Fine Arts (Pages 8-9), along with all of our previous awardees, we are excited to see what our colleagues across the various colleges have to share with course enhancements in their online and hybrid courses. We hope to make this an annual event for our faculty and staff on the campus to attend.

Oftentimes, work-life balance gets lost in the daily grind of our work environments. As our colleagues from Training and Development and Service Excellence will whole-heartedly attest, it's important to engage in activities off-site and out of the office as well to strengthen our mental flexibility and creativity, as well as to allow us to connect with like-minded peers. In this edition, you'll see some highlights from the COOL staff's recent opportunities to engage and grow both on and off the campus recently, allowing us to strengthen our expertise in the online and hybrid online learning fields so as to serve you better.



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## Featured Online Program

The newly created online **Master of Business Administration (MBA)** program will provide students with the ability to develop the analytical, practical and interpersonal skills business professionals need to make crucial decisions in an increasingly complex business environment. This 30-credit, 100 percent online program offers an advanced professional degree designed to prepare students for versatile and challenging careers. The online MBA program has been designed so that completion of course requirements may be accomplished in one year.

MBA online program coursework will include\*:

MBA 600	Project Management	MBA 631	Marketing Strategy
MBA 605	Operations and Global Supply Chain	MBA 633	Sales and Relationship Management
MBA 615	Leadership	MBA 635	Social Media Marketing
MBA 618	People Management	MBA 640	Creativity and Innovation
MBA 620	Financial Management	MBA 650	Management Responsibility and Law
MBA 621	Value Management	MBA 655	Sustainability and Social Responsibility
MBA 628	Portfolio Management	MBA 675	Current Topics in Entrepreneurship
MBA 630	Services Marketing	MBA 690	Global Strategy

[MBA Program Information](#)

\*Subject to change

## Featured Online Program, continued

Additional information and requirements for admission may be obtained through the Office of Graduate Programs in the Wall College of Business at 843-349-2761 or [gradbus@coastal.edu](mailto:gradbus@coastal.edu).

**Arlise McKinney, Ph.D.**

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# 2017 Online Learning Consortium (OLC) Innovate



Corey Lee

*Associate Professor, Graduate and Specialty Studies*

Sherri Restauri

*Director, Coastal Office of Online Learning*



Recently, the Online Learning Director Sherri Restauri served on the OLC *Innovate* steering committee, a yearlong commitment that culminated in providing support while onsite at the *Innovate* conference. Steering committee members for this international conference are responsible for overseeing major planning responsibilities. Restauri oversaw the recruitment and support of the Lightning Talk and Featured Speakers for the *Innovate* '17 conference, as well as served as chair for the Propose Your Own Track during the open CFP. She also presented four individual presentations at the *Innovate* conference this year, including one presentation with colleague Corey Lee from the instructional technology department in the Spadoni College of Education.

[Inside Higher Ed Article](#)

# COOL Issues First Round of CEG for Faculty

This past spring, COOL introduced a new opportunity for faculty support and development with the **Course Enhancement Grant (CEG)**. The CEG focuses on applying enhancements and updates to *previously developed online courses*, both those that have or have not undergone review under the COOL Course Development Programs within the past 18 months. The CEG recognizes the numerous changes that take place relating to online methodology within a short timeframe, and empowers faculty to meet the needs and objectives of their courses. CEG was designed as a summer program, allowing approximately eight weeks for the development and training program.

Through integration of updated methods and best practices, applicants for CEG were asked to identify areas of course improvement that they would like to update as part of the process. Those areas included **Accessibility and Universal Design, Communication, Interactivity, Organization**, and **Assessment**, which are the primary areas of best practice focus for the CEG.

Eleven faculty members were chosen by the Distance Learning Committee and COOL to participate in CEG, based on their plans for modifying their course. The decision-making process entailed evaluating those courses that had the most need for redevelopment by adding new tools and design, new multimedia, and enhancing accessibility functionality. Faculty were also required to attend courses on Lecture Capture, Accessibility, the QAI, and a new course developed by COOL on “Using Best Practices to Update your Online, Hybrid or Flex Course” (BPOL). Both the QAI and the BPOL are now offered online, making those more accessible for our faculty. Congrats to our CEG faculty!

[Learn more about CEG](#)



## Exemplary Course: Cohort 1, CEG

Two courses were recently recognized for exemplary design in online learning. Courses designated as exemplary exceed standards set forth by the CCU Quality Assurance Inventory (QAI) tool used by the COOL unit for course evaluations. Courses receiving an Exemplary Course (EC) designation have been reviewed and improved during a COOL Course Development process and demonstrate two or more characteristics that place their course above minimum online course expectations. View a list of [Exemplary Courses](#).

### Public Health 121: Personal and Community Health

Teaching associate Jessica Lowery wanted to bring a hands-on experience to her online students much like her face-to-face classes. After attending the required classes for the COOL Course Enhancement Grant, she incorporated personal introductions, discussion forums, journals, media clips and “Moodle books” to make the course more visually appealing and fun. “Because I teach personal and community health classes, there are always great conversations, especially about sexuality, stress and alcohol. To meet the needs of my online learners, I’ve incorporated media clips that show hands-on demonstrations, added outside resources and websites for more information and have set up a lot of conversation pieces within each chapter, as if I’m having one-on-one conversations with my students.” Lowery hopes to incorporate CCU’s lecture capture tool, Echo360, into the course as well to enhance accessibility and bring more connectivity between the students and herself.



Jessica Lowery  
Teaching Associate  
Health Sciences

# Exemplary Course: Cohort 1, CEG

## Communications 276: Communication Research



Corinne Dalelio  
Assistant Professor  
Communications, Media  
and Culture

Assistant Professor Corinne Dalelio was challenged to find a way to teach lessons that required lots of writing on the board, demonstrating tools, providing in-depth explanations and conducting frequent checks for understanding in an online format. To accomplish this task, Dalelio created video versions of her lectures by recording her desktop as she demonstrated using various tools and explaining each of the concepts. She also incorporated weekly discussions to assist students with their ongoing class projects. “Some of the in-class activities can be replicated online by having students perform them on their own and then share their experiences via a structured discussion. I am still able to provide them with examples by having them review videos and other resources, which I always follow up with a discussion, so that they can share their experiences and thoughts and provide one another with feedback.”

To view more of our COOL Exemplary Courses at CCU,  
please visit: [COOL Exemplary Courses](#)

# COOL Community Outreach and Activities



Ashley Long, senior online learning systems administrator for COOL, recently served as a judge at both the Georgetown County Technology Fair and the Horry County Schools Technology Fair. These technology fairs allow students to display their skills in the area of technology integration in the classroom and allows the opportunity for the students to demonstrate 21<sup>st</sup>-century skills to prepare for the workforce and college. There are a variety of categories that students have the opportunity to compete in. “I had the opportunity to judge the middle school submissions for the category of Communication and Collaboration. It is interesting to see how the students think their project could be incorporated into real-world use,” said Long.

Jessica Mew, instructional technologist for COOL, recently presented at the Association Supporting Computer Users in Education (ASCUE) conference in Myrtle Beach. Her presentation focused on the current processes and future plans for COOL with accessibility and universal design. Accessibility for all students and faculty is a critical issue for the Coastal Office of Online Learning and CCU. We are working hard to ensure all of our users have access to all of our online and hybrid online course content.



## Staff Highlights

Ashley Long, senior online learning system administrator with COOL, recently attended the 2017 MoodleMoot conference hosted by BbWorld. MoodleMoot brings the Moodle community together and focuses on collaboration and sharing of best practices in an open learning forum. Topics such as tackling accessible course content in your online course and academic integrity in the virtual classroom were some of the many areas highlighted during the conference.



Kelly Parnell (from left), President David A. DeCenzo and Jane Eckert

Congratulations to Jane Eckert, junior online learning system administrator with COOL, and Kelly Parnell, administrative specialist for COOL, on completing the Feel the Teal Service Excellence Program.



# Coastal Introduces New Feature

We are excited to offer a tool that integrates with Moodle, designed to enhance test security during online exams.

**Respondus LockDown Browser** is a custom browser that prevents students from printing, copying, going to different URLs or accessing other applications during an online exam. **Respondus Monitor**, launched fall 2017, enhances LockDown Browser by using a student's webcam to record the exam session. This new tool enables online exams to be taken in non-proctored environments and deters students from accessing other resources during an exam (such as a phone, a second computer, etc.). It also ensures the correct student is taking the exam, and that the student is not getting help from others. If you plan to use Respondus Monitor, please notify Ashley Long at [asmith2@coastal.edu](mailto:asmith2@coastal.edu).

We've developed the following resources on the [Coastal Online](#) website to help with getting started:

[Respondus Faculty Guide](#)

[Respondus Student Guide](#)

If you'd like to attend a training webinar hosted by Respondus, you'll find dates and registration information here: [www.respondus.com/webinars](http://www.respondus.com/webinars). In addition, CeTEAL offers training opportunities.

Please contact [moodle@coastal.edu](mailto:moodle@coastal.edu) with any additional questions.

The Respondus logo features the word "Respondus" in a black serif font, with a registered trademark symbol (®) to its upper right. A stylized orange and red swoosh arches over the text.

# Funding Opportunities

## Faculty Course Development Grants (COOL CD Grants)

The Coastal Office for Online Learning (COOL), sponsored by the vice president of distance learning and teaching excellence and the Provost's Office at CCU, oversees the COOL Course Development (CD) Grant Program for the campus. These grants are issued via a Call for Proposals in Fall and/or Spring terms, and are awarded on a competitive basis. In many cases, specific academic disciplines or course formats may be specified in a CFP, to assist the University in meeting strategic objectives. These CD grants focus on enhancing the quality of online and hybrid online courses at CCU.

### Faculty who are awarded a Course Development Grant:

1. Have approximately one year of development time from start to finish
2. Are required to attend a training focused on the successful implementation of the Quality Assessment Inventory (QAI) in course design, called DISTANCE LEARNING – APPLYING THE QUALITY ASSURANCE INVENTORY. See the CCU [list of courses](#) to sign up for an upcoming offering of this class, which is also now available online. Faculty will have one or more required trainings on specific tools utilized in online instruction, depending on the COOL Cohort.
3. Will create their course in line with the QAI self-evaluation tool and will submit their course, once developed, to COOL for a formal review process. All completed courses will be submitted to the COOL director ([srestauri@coastal.edu](mailto:srestauri@coastal.edu)) along with the faculty members' completed **QAI Self-Evaluation** form. This form will be provided to all COOL Grant Awardees during the development process. If you need a copy of this form, please contact the Coastal Office of Online Learning ([coastalonline@coastal.edu](mailto:coastalonline@coastal.edu)).



## Funding Opportunities continued

4. Upon completion of the formal COOL review, each faculty member will be provided with feedback from the reviewer, including recommendations for updates to his or her course.
5. Upon final updates to course and the Final COOL Review, the faculty members' course will become COOL Certified and processing for the COOL Grant monetary incentive will move forward.

### [Faculty Marketing Grants \(COOL Marketing Grants\)](#)

COOL Marketing Grants allow online and hybrid online academic program areas to describe their needs for specific, prioritized marketing activity and justify the anticipated impact on online and hybrid program student recruitment and/or retention. These grants are focused on enhancing recruitment of appropriate students to programs, outreach and promotion in print and electronic formats, as well as through face-to-face promotional opportunities for academic units. These grants typically allow a maximum \$5,000 award per online/hybrid program.

### [Faculty Course Enhancement Grants \(COOL CEG Grants\)](#)

This specific grant focuses on applying enhancements and updates to previously developed online courses, both those that have or have not undergone review under the COOL Course Development Programs in the last 18 months. CEG recognizes the numerous changes that take place relating to online methodology within a short timeframe, and empowers faculty to meet the needs and objectives of their courses.

[COOL Funding Opportunities](#)

# Mark Your Calendars

## FALL ONLINE COURSE OFFERINGS FOR FACULTY:

Using Best Practices to Update Your Online,  
Hybrid or Flex Course (BPOL)

Sept. 4 – Dec. 1, 2017

QAI Online (QAIO)

Oct. 2 – Dec. 1, 2017

Register at [www.coastal.edu/ceteal](http://www.coastal.edu/ceteal)



Call for Proposal – COOL Course Development Grants  
(Cohort 7)

September 2017, Release Date

Deadline for COOL Grant Applications (Cohort 7)

October 2017

[Exemplary Course Showcase](#)

Nov. 7, 2017

Deadline for Final Course Submission  
COOL Grant (Cohort 6)

Dec. 11, 2017

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