



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

Academic Senate • 1000 E. Victoria • Carson, CA 90747 • WH-A420 • (310) 243-3312

Resolution to Create an Online and Hybrid Learning Committee (OHLC)

EPC 20-13

Resolution passes 10/14/2020

46 in favor/1 against/2 abstentions

RESOLVED that the Academic Senate of California State University Dominguez Hills (ASCSUDH) create an Online and Hybrid Learning Committee (OHLC) as a Standing Committee of the Senate; and be it further

RESOLVED that attached policy & procedures be adopted.

RESOLVED That the ASCSUDH distribute this resolution to:

- President of CSUDH
- Provost
- Deans
- Faculty,
- Staff, and
- Associated Students Inc.

Rationale:

The Task Force to Propose Policies and Requirements for Distance and Hybrid Courses created a report dated March 20, 2019. This report includes such recommendations as the creation of this implementation committee to enact report recommendations, creation of a joint-working group (along with EPC), which will recommend minimum standards for online and hybrid courses, the creation of an in-house training program for all CSUDH faculty wishing to teach online/hybrid courses, and that the Academic Technology Committee investigate and report as to how many IT personnel are necessary to support students and faculty engaged in online/hybrid courses. In accordance with this Task Force's recommendations a Distance and Hybrid Policies Implementation Team was assembled, after Academic Senate and University approval, in the Summer of 2020, to create the OHLC.

Online and Hybrid Learning Committee (OHLC) Policy

1.0 Policy Purpose

1.1 That the OHLC will be a permanent standing committee of the Academic Senate of California State University, Dominguez Hills (ASCSUDH).

2.0 Functions & Responsibilities

2.1 The OHLC shall be integrated and function as an integral part of the university curriculum review process. The approval of courses for Online and Hybrid modality shall be delineated by the University Curriculum Committee in consultation with college curriculum committees, the General Education Committee (if appropriate), and the Dean of Undergraduate Studies.

3.0 Charge

3.1 That the committee be charged with:

- 3.1.1 operationalizing the recommendations of the Task Force, as seen in the Report of March 20 2019;
- 3.1.2 recommending policies to the Educational Policy Committee (EPC) related to best practices in the field, as well as resolving possible conflicts or overlap with preexisting CSU and CSUDH policies;
- 3.1.3 working with college curricular committees and the UCC on matters related to curricular development at it relates to online and hybrid courses;
- 3.1.4 overseeing issues related to the offering of online and hybrid courses, faculty workload, course requirements, training, and any and all such potential conflicts or redundancies that may arise in the course of its efforts;

4.0 Membership

4.1 OHLC will be co-chaired by an elected member from the Educational Policy Committee and an appointed member of Academic Affairs respectively. **The OHLC faculty co-chair will receive appropriate reassigned time.** Further additional members will be:

- 4.1.1 The Chair of the Academic Technology Committee, or their designee;
- 4.1.2 One faculty representative--tenured, tenure track, or non-tenure track—elected by Library faculty, with elections to be confirmed by the ASCSUDH;
 - 4.1.2.1 Elected non-tenure-track faculty will receive compensation in the form of professional development funds.
- 4.1.3 A staff member appointed from Information Technology;

- 4.1.4 Director of the Faculty Development Center, or their designee;
 - 4.1.5 One faculty representative--tenured, tenure track, or non-tenured track--elected by faculty from each of the colleges of CSUDH, with elections to be confirmed by ASCSUDH;
 - 4.1.5.1 Elected non-tenure-track faculty will receive compensation in the form of professional development funds.
 - 4.1.6 One student representative elected by Associated Students, Inc.;
 - 4.1.7 The following members will serve ex officio without voting privileges: The Dean of Undergraduate Studies; The Dean of Graduate Studies and Research.
- 4.2 Faculty elected to OHLC will have either successfully completed an appropriately designated training program focused on teaching online and hybrid courses or can demonstrate experience effectively teaching online or hybrid courses. Faculty representing fully online programs are particularly encouraged to serve.
- 4.3 Representatives may fulfill multiple roles. For example, a member may represent both their college and a committee or center.
- 4.4 Members will serve for a period of two years, in staggered terms.
 - 4.4.1 Terms of one year in order to set up staggered terms will begin with faculty from the College of Arts of Humanities, Health, Human Services, & Nursing, and the Library. After the initial one-year term, newly elected faculty from these colleges and the Library shall serve for two-year terms until the next election cycle.
 - 4.4.2 The Colleges of Business Administration and Public Policy, Education, and Natural and Behavioral Sciences shall serve two-years terms before the next election cycle;

5.0 OHLC REPORTS

- 5.1 OHLC will make recommendations and reports available to the Senate Executive Committee as they are prepared.

Approved by the Academic Senate on: October 14, 2020

Sent to the Provost's Office for approval on: [Click or tap to enter a date.](#)

Approved