

Description of Standing Committee on Online Education

Mission of Online Education

Loyola University New Orleans, a Jesuit and Catholic institution of higher education, welcomes students of diverse backgrounds and prepares them to lead meaningful lives with and for others; to pursue truth, wisdom, and virtue; and to work for a more just world. Inspired by the Ignatian vision of education, the university is grounded in the liberal arts and sciences, while also offering opportunities for professional studies in undergraduate and selected graduate programs.

Loyola provides online and hybrid learning opportunities to enrich the university as a whole and help it extend its mission. Online learning at Loyola University New Orleans will be rooted in our traditions and will be held up to the same standards of excellence, accreditation, and sustainability. Faculty and staff who work with these programs, and the students enrolled in such programs of study, will receive the support they need to succeed.

Online and hybrid education at Loyola will:

- Respond to the expansion of digital information and tools that increasingly shape modern life
- Be integrated into the portfolio of educational strategies and comprehensively supported to maximize effectiveness
- Diversify learning venues and opportunities that can attract a host of diverse students, all engaged in the mode of learning that best suits their learning styles and situations
- Use the experience and expertise of our faculty and staff, guided by the Ignatian traditions of distinctive, accessible modes of learning and teaching, to create a niche in higher education
- Engage faculty and students in meaningful learning and innovative pedagogies
- Explore learning modes and delivery systems that can inspire pedagogical and intellectual innovation as well as provide greater access, flexible scheduling, and choice to students who live on and off campus, those that live at a distance, and to address the needs of traditionally underserved student populations
- Be integrated in the university infrastructure and decision-making processes

Constitution of Standing Committee on Online Education

Chairperson: Appointed by Committee

Secretary: Appointed by Chairperson

Voting Members:

1. Representative from College of Humanities and Natural Sciences
2. Representative from College of Social Sciences
3. Representative from College of Business
4. Representative from College of Music and Fine Arts
5. Representative from College of Law
6. Representative from University Library
7. Representative from Units with Approved Online Programs (1 member)
8. Curriculum Developer, University Library (ex officio)

9. Director of Online Education (ex officio)*
10. Vice Provost for Information Technology (ex officio)
11. Associate Vice President of Business and Finance (ex officio)
12. Representative from Professional & Continuing Studies (ex officio)

Terms:

Members are appointed by the Provost to three-year terms, (staggered and renewable), on recommendation of the vice presidents/deans, based on division/college protocols. Appointed members shall have previous experience with online programs or courses. Members from units offering online programs serve for one-year appointments on a rotating basis.

Purpose:

This committee is responsible for overseeing the implementation of online education initiatives that grow out of college and university planning. This committee is not involved in college or university curricular decisions; instead, the committee will recommend and oversee policies and procedures related to online program/course development, quality standards, pedagogy, delivery, course/program assessments/reviews, and administration of all online offerings at the university.

Duties:

1. Each member of the committee shall be responsible for routinely and regularly reporting back/providing updates on the work of the committee to his or her respective college or unit; and for continuously gathering input from that college or unit to ensure wide faculty and staff representation in the work of the committee.
2. The committee as a whole shall communicate to the campus community, on an ongoing basis, about national trends in online teaching and learning; pedagogical best practices; existing online programs at Loyola; and opportunities for expansion of online education at Loyola.

Committee Tasks:

1. Approve and oversee policies for the design, production, delivery, and learning assessment of online programs and courses, credit and non-credit, undergraduate and graduate. Approve guidelines, templates, and methods based on best practices for online education in the context of Jesuit education, including pedagogy, course design, faculty support, technical support, and delivery.
2. Review proposals for new online programs to ensure proposed programs meet the standards established by the university.
3. Develop and maintain protocols for review of online courses to ensure courses meet the standards established by the university.
4. Review the current status of online courses and programs (i.e., quality and range of offerings) including an evaluation of the impact of online courses/programs on traditional campus curricula, assessment of students currently supplementing their degree requirements with online courses, and future projections of online demand for courses/programs.
5. Review current third party vendor relationships and recommend policies for administration of online offerings, including guidelines for partnerships with external service providers, marketing, enrollment management, and accreditation compliance. In conjunction with the university attorney, review and approve agreements with external service providers, including RFPs, proposals, and contracts.

* The Sr. Vice Provost for Academic Affairs will serve on the committee until the Director is hired.

6. Review budgetary processes and recommend funding formulas for online program development and expansion (including consideration of faculty course load issues and faculty development needs).
7. Review forms and protocols for the evaluation of online courses.
8. Review aggregated results of online course evaluations.
9. Develop and review accounting metrics/headcounts/retention indicators.