

# WebCampus Course Quality Audits: Providing Feedback and Gathering Best Practices

## History:

- Started Summer 2008 Semester
- Conduct 6-12 Audits per semester
- Semesters are 13 weeks each,
- Conducted during weeks 2-5
- Total of 64 Audits to Date

## Purpose:

- Intervention:
  - Technical difficulties
  - Non-participating students
- Reflections/ improvements in courses
- Recommendations for future semesters
- Gather Best Practices
  - New practices
  - Creative practices

## Process:

1. Select courses to audit
  - New instructor, course, enrollment, requests
2. Initial Email to Instructor
3. View course and complete Report
4. Summarize Response and send report to Instructor
  - a. Open up dialogue
  - b. Offer training

## What Is Looked For:

### Basic Information:

Course Content and Syllabus available

### Interaction/Communication:

Timely Response to Students

Synchronous

Instant Messaging

Web conferencing lessons

Asynchronous

Discussion Board Used

Mail

Web conferencing recorded lessons

### Pedagogy

Discussion encouraged

Group Projects / Discussions

Individual Presentations

## Post-Audit:

- Feedback
  - o Suggestions for Improvements
  - o Training sessions
- Translation to Instructional Manual
  - o Share Creative uses of online pedagogy
  - o Distribute to new faculty
  - o Make available to all faculty
- Faculty Colloquium
  - o Invite instructors to share experiences
  - o Open discussion on best practices

### WebCampus Course Quality Audit Report



Semester: \_\_\_\_\_  
 Class/Section: \_\_\_\_\_  
 Date of Audit: \_\_\_\_\_  
 Week # \_\_\_\_\_  
 Instructor(s): \_\_\_\_\_  
 Adjunct/On campus (Y/N) \_\_\_\_\_  
 New Professor (Y/N) \_\_\_\_\_  
 Auditor(s): \_\_\_\_\_  
 Program Director: \_\_\_\_\_  
 # of students in the course: \_\_\_\_\_  
 # of students not yet logged on: \_\_\_\_\_

#### I. Course Materials

- a.) The syllabus was easy to find and up to date (Y/N)  
 b.) Recorded lectures are posted (Y/N or N/A)  
 c.) External links used as teaching materials (Y/N or N/A)  
 d.) Weekly/biweekly material posted in support of course activities (Y/N)  
 e.) WebCampus template used:  
 Main Shell template (Y/N) Course schedule (Y/N) Syllabus (Y/N)

#### II. Interaction

- a.) Discussion Board formatted for weekly interaction (Y/N or N/A)  
 b.) Discussion Board used (Y/N)  
 c.) Chats (Y/N or N/A)  
 d.) Web Conferences (real time - check syllabus/Interwise) (Y/N or N/A)  

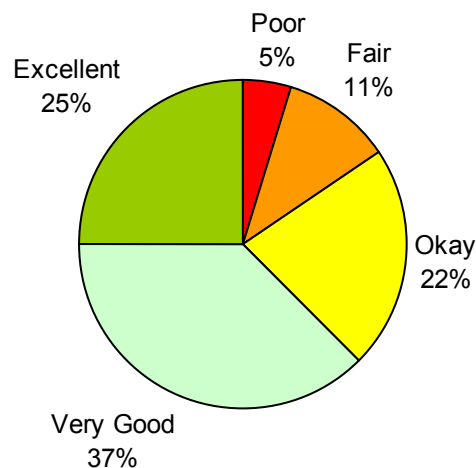
<b>Frequency</b>	Once	Twice	Weekly	Bi-Weekly	Too often
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e.) eLearn Grade book used (Y/N)  
 f.) Team assignments used (Y/N or N/A)  
 g.) Instructor log on enough times each week to meet the 48 hour response time benchmark for answering incoming student questions  

<b>Frequency</b>	2 weeks	1 week	3 days	48 hours	Same day
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h.)

## Quality Audit Scores



Julie Tausend,  
Instructional Designer WebCampus

**STEVENS**  
 INSTITUTE of TECHNOLOGY  
 THE INNOVATION UNIVERSITY