

**Summative Course Review**

# **Part I. Faculty Self-Reflection**

Please complete this section and share with your Instructional Designer.

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| --- | --- |
| Name:      Department:      College:      Department Chair:       | Course Number:      Course Title:      Semester to be Taught in New Format:       |
| New Course Modality:[ ]  Reduced Seat Active (RA)[ ]  Mixed Mode (M)[ ]  Fully Online (W)[ ]  Face-to-Face (P) | Additional Attributes:[ ]  Personal Adaptive Learning (PAL)[ ]  Active Learning[ ]  Open Educational Resources (OER)[ ]  e-Textbook |

Please reflect on how your course redesign will impact student success in 250 words or less. In your explanation please address the following two questions:

1. How did you implement online, blended, adaptive, and/or active learning strategies?
2. Which of the following goals of the initiative does your new course design address?
* Increasing successful completion rates in benchmark courses
* Improving student success, retention, and satisfaction
* Targeting key courses such as success marker, foundation, and STEM
* Increasing classroom utilization

Please describe how your course has changed as a result of the redesign process. If you are redesigning a new M or RA modality, please describe the integration of the online and face-to-face components of your new course design. If you also applied any of the additional attributes (PAL, Active Learning, OER, or e-Textbook), please cite those as part of your artifacts. **When explaining your design modifications, please include screenshots and/or direct links to your Webcourse to help illustrate and provide evidence of completion.**

Some technical resources that may help with sharing your artifacts:

* [Link directly to a specific page in your webcourse](https://community.canvaslms.com/thread/22040-can-i-link-directly-to-a-canvas-page-or-assignment-from-a-message)
* [Taking a screenshot](https://www.take-a-screenshot.org/)

Please include a link from your course to your updated syllabus or provide an attachment of your updated syllabus file to your instructional designer.

Please describe any outstanding tasks that must be completed before teaching this course in the new format. (i.e., updating course schedule with F2F assignments, waiting for video team to finish creating videos to add to course modules)

Please describe any future tasks that may need to be done after teaching this course in the new format. (i.e., implementing a new type of active learning activity in a F2F session, incorporating an additional Realizeit module)

Additional Comments:

Upon completion of this section, please contact your instructional designer to schedule a consultation for Part II. Please provide a copy of your new syllabus that reflects your redesign changes with this form when you meet with your instructional designer.

# **Part II. ID Review and Consultation**

To be completed by instructional designer prior to submission to the review committee.

Instructional Designer:

Date of final ID consultation:

In our consultation we:

[ ] Reviewed Part 1 of this form for completeness and accuracy:

[ ] Course Items Reviewed:

* + Course content is in alignment with the learning objectives
	+ Course assessments align with the learning objectives
	+ Course has clear interaction and engagement strategies
	+ Course has a clear structure & directions
	+ Copyright best practices implemented
	+ A UDoIt report was run and accessibility issues were addressed

[ ] Offered captioning services if applicable (W and RA courses may be eligible)

[ ]  Provided feedback on course content changes or suggestions

[ ] Confirmed plan for addressing any outstanding tasks

[ ] Discussed potential for Quality Review (for W courses)

[ ] Reviewed course for emphasis on student success

[ ] Discussed research opportunities

[ ] Discussed ongoing support and resources for course development

[ ] Confirmed course redesign aligns with goals of the DL CRI

[ ] **Confirmed course is ready to be taught in the semester identified in Part 1**

**Comments:** Please provide any additional information about the redesigned course or input from the ID’s perspective on the work completed for this project. Please feel free to share any concerns or problems that occurred during the course redesign if it will provide context for the CRI Review Committee:

Instructional designer, please notify the iLab that Part II is complete and forward this form and new syllabus to iLab@ucf.edu for the committee to approve.

# **Part III. Review Committee Approval**

The Review Committee met on       and [ ]  Approved [ ]  Conditionally Approved [ ]  Did Not Approve the disbursement of funds at this time.

Comments: