WOTC 101 & 102 Online Teaching Certification Requirement

6/6/2018

Effective Fall 2019, any Winthrop faculty teaching 100% online courses or hybrid courses with more than 25% on-line instruction, will need to have completed on-line teaching certification. The University has instituted a policy on this which may be found in the institutional policy repository.

One of the possible paths forward to certification will include completion of two online training courses (WOTC 101-Online Course Design and Development Basics and WOTC-102 Online Course Facilitation and Management). Faculty interested in teaching on-line or hybrid courses are recommended to begin and complete WOTC101 over the summer or by fall break. These have been streamlined to some extent, and each requires 40 hours of work. The courses are designed to strengthen your knowledge of online course development and delivery using Blackboard and pedagogical best practices.

A number of Winthrop faculty members have completed both of these courses and think they provide an opportunity for new perspectives and assistance with improving the quality, content, and delivery methodology of the on-line and hybrid courses one teaches. WOTC101 and WOTC102 are being offered on a continuous basis. Please check the [WOOL (Winthrop Office of Online Learning) website](#) for course offering dates.

Departments develop course schedules in the late fall; and in order to be scheduled for online or hybrid courses, individual certification must be in progress. Completion of WOTC101 during the summer or by fall break would provide the best evidence of this progress. Increasing the qualifications and experience of faculty to teach using the online modality has been a goal of a number of academic departments for the past several years.

New and current faculty may submit evidence to the Winthrop Office of Online Learning of successfully completing equivalent training offered by an approved university partner or vendor or by requesting an alternative skills evaluation. Please see the [WOOL (Winthrop Office of Online Learning) website](#) for information on applying for an alternative skills evaluation.

- WOTC 101 and 102 will be at most 40 hours per course.
- New adjuncts teaching online for Winthrop the first time must be assigned an online course that has an approved Master Course on file.
- To compensate for the training hours requirement, adjunct faculty will receive an additional $700 for the initial semester teaching an online course. The $700 will be paid in equal installments over the term of the ePAF covering the teaching pay as of Fall 2018.
- College Deans will ensure that all adjuncts will complete an annual report that includes their analysis of their teaching and the department chair's evaluation of the adjunct's teaching.
- Beginning Fall 2019, faculty teaching courses which are 25% or more online will be required to complete successfully WOTC 101 or its equivalent prior to beginning delivery of the course and to enroll in WOTC 102 or its equivalent prior to the end of the course.
- Full-time Winthrop faculty and staff are not compensated for online course training as it is considered part of the duties of their general appointment.

NOTE: New and current faculty may submit evidence to the Winthrop Office of Online Learning of successfully completing equivalent training offered by an approved university partner or vendor or by requesting an alternative skills evaluation. Please see the [WOOL (Winthrop Office of Online Learning) website](#) for information on applying for an alternative skills evaluation.