

THE UNIVERSITY OF TENNESSEE

CHATTANOOGA

Quality Course Design

Step 1: Complete the APPQMR Workshop

Faculty providing online or hybrid instruction or submitting a course for QM review should successfully complete the QM Applying the Quality Matters Rubric workshop by:

August 31st, 2018



Step 2: QM Certify Online and Hybrid Courses

Ready to Prepare an Existing Course for Review?



- Import your course into a sandbox
- Revise your course according to QM standards
- Complete a QM Self Review
- Submit an application for a review
- Faculty who certify an existing course are eligible for a \$1,000 stipend.

New Course Development
Faculty are encouraged to work with QM experts at Walker Center for Teaching and Learning when developing online and hybrid courses to ensure courses meet QM course standards.



If the course development process is completed with WCTL with a signed contract, faculty are eligible for a \$2,000 stipend for the design, development, implementation, and certification of online and hybrid courses.

Step 3: Meet the Timeline

Current online and hybrid courses should begin the QM certification process by having an approved application submitted no later than:

- General Education Courses: **December 31st, 2018**
- Other undergraduate courses: **May 31st, 2019**
- Graduate courses: **May 31st, 2019**



Step 4: Recertify Courses When Needed



Recertification is required by QM every five years after the original course certification or in instances when significant changes have been made to the course.

The University of Tennessee at Chattanooga Quality Course Design

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For more information, contact the Walker Center for Teaching and Learning, wctl@utc.edu, 425-4188.