Standards of Practice for Faculty Teaching Online and Hybrid Courses - CHaHS**
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Online and hybrid courses that incorporate best practices of teaching enhance student success and benefit the university community.

Training for Teaching Online

- Faculty must complete training about how to teach online (i.e., how to build a course in a learning management system and online pedagogy) prior to teaching an online or hybrid course. Documentation of prior training from/at other institutions is acceptable.
- Selected training resources include (this is not an exhaustive list):
  - eCampus offers many resources including workshops, professional development (see Professional Development Tracks, for example), eCampus Office of Quality Assurance (EOQA), and more
  - Online Learning Consortium (SJSU is a member)
  - Quality Assurance for blended and online learning CSU Chancellor's Office
- Documentation of training should be maintained by each department/school.

Expectations for Teaching Online

- Online teaching should have the same university expectations for quality as onsite teaching. The following standards, indicators, and policies may be useful as examples:
  - Online Teaching Standards and Indicators
  - Recorded Content Policy

Peer Evaluation

-Senate policy “Evaluation of Effectiveness in Teaching for All Faculty”
- Peer Evaluation Forms should be applicable to all pedagogical formats. See examples from the School of Information:
  - Peer Review Guidelines
  - Peer Evaluation Form

Faculty Meeting Attendance

- Faculty meeting attendance is a requirement of all tenure/tenure-track faculty, as part of their duty as a university faculty member. Faculty meeting attendance for temporary faculty members is optional, however each department will have their own expectations as to how part-time faculty will be involved with governance and curriculum development.
- Whether faculty meetings are held onsite or virtually will vary based on departmental needs and norms.

++ Thank you to the School of Information for sharing resources, the majority of this draft draws from their handbook.