



## Appointment Process & Qualifications

### Appointment Process

All faculty members who wish to teach courses through the e-Learning Program will be selected by the Dean of the e-Learning Faculty in cooperation with the deans of the four academic schools in accordance with College Policy.

The Dean of the e-Learning Faculty will be responsible for evaluating teaching performance, completion of the Student Evaluation Process and ensuring compliance with all College and Academic Affairs responsibilities. Failure to achieve excellence in any of the above will result in the faculty members being denied teaching assignments in the e-Learning Program.

### Qualifications

Full Time Faculty and approved Adjunct Faculty members:

- Successful teaching experience at college level.
- Successful teaching experience with web-enhanced or on-line courses with accompanying favorable student evaluations, classroom observations, and administrative evaluations.
- Successful completion of OCC's Online Instructor Training Certificate Course may be utilized if there is a lack of web-enhanced or on-line teaching experience.

New Distance Education Adjuncts:

- A master's degree in your discipline (minimum).
- Two years of experience teaching courses that are completely on-line.
- Pearson Learning Studio experience preferred.
- Personal characteristics:
  - Effective communicator
  - Student centered
  - Creative
  - Dynamic
  - Technologically adept

