



Welcome from Dean of e-Learning Faculty

Welcome professors!

Welcome to the exciting teaching opportunities e-Learning offers at Ocean County College. Some of you may be old hands at e-Learning, but perhaps on other platforms at other schools. For others, online instruction itself may be a new experience. Some of you may have taught at a community college; others have been teaching at four year colleges or universities. In short, the backgrounds of our e-Learning faculty are as diverse as the backgrounds of students taking our courses.

We have developed this guide to speak to this diversity and anticipate and answer some questions you may have about our procedures and the expectations we have for effective, substantive online classes. As students often take multiple online courses, consistency among courses is very important. Students are most comfortable—and perform best—when they have a clear understanding of what is required of them and are easily able to navigate within a course. This is the primary reason that we emphasize procedures. Students should be able to adapt quickly from one course to the next.

Consistency of procedures and expectations will also make your teaching lives easier as you teach various courses in our programs. We are always open to suggestions for changes that will make the process of e-Learning a more rewarding experience for our students. After a brief introduction of the Administrators with whom you may be working, we present this Guide. Even if you are well-experienced in teaching online for other community colleges, please take the time to review the Guide for materials, policies, and procedures that may differ from your earlier teaching.

Sincerely,

Dr. Maysa Hayward

Dean of e-Learning Faculty

