

**UT TeleCampus Communiqué**  
**Volume 9, Number 3**  
**October 2009**

**In this issue:**

*Faculty Workshop – REGISTER NOW!*

*2010 IOL Conference Announcement and Preconference Proposal Opportunity*

*New School Year: Time for a New UT TeleCampus Password*

*Summer 2009 Completion Rates*

*Third Quarter Help Desk Report*

**Faculty Workshop – REGISTER NOW!**

Registration for the Teaching Online Workshop (*provided free of charge to faculty associated with University of Texas institutions*) is now open on the UT TeleCampus website at:

<http://telecampus.utsystem.edu/facultyresources/partneringwithuttc/facultytraining/trainingspecifics.aspx>.

Click the Enroll button to sign up for the three self-paced tutorials (next day access) and the facilitated workshop session. Registration will close on October 29<sup>th</sup> to allow participants time to complete the self-paced modules prior to the start of the **Teaching Online** course.

**Why a new format?**

The Faculty Workshop that was previously held face-to-face in Austin has moved to an online format beginning in the fall of 2009. The new online curriculum combines three self-paced online modules with a four-week facilitated online workshop emphasizing effective teaching practices for fully online courses. Faculty members asked us to use the same tools **they** use in their online classrooms; in response, and combined with our desire to help reduce travel expenses throughout the UT System, we redesigned the workshops to this completely online format.

**Who should register?**

Faculty members teaching academic courses online for the first time through the TeleCampus should participate in the UTTC online tutorials and the workshop, preferably the semester prior to their first course offering. Upon completion of the curriculum, each qualifying participant will receive the new *UTTC Diamond Certification*.

Experienced faculty members who help mentor new faculty members in the online environment may also participate and receive the *UTTC Diamond Certification*; the certification can be displayed in the faculty member's course and grants the faculty member priority access to advanced workshops.

**What is covered?**

The new curriculum includes:

1. **UT TeleCampus Instructional Design for Online Courses:** self-paced module (prerequisite to **Teaching Online**)  
The completely revised and award-winning Instructional Design for Online Courses tutorial addresses specific issues faculty members face when designing and delivering online education.
2. **Copyright: Just the Basics:** self-paced module (prerequisite to **Teaching Online**)  
This self-paced tutorial by Georgia Harper explains copyright basics, explores the fair use provision, and addresses the issues raised by recent changes in the law and technology and their effect on the balance copyright law must achieve between the interests of copyright owners and the users of their works.
3. **Getting Started in Blackboard:** self-paced module (prerequisite to **Teaching Online**)  
Getting Started in Blackboard is a self-paced tutorial designed to familiarize faculty members with the Blackboard Course Management System and includes video tutorials on common courseware tasks from an instructional and management perspective.
4. **Teaching Online: November 2 – December 4** (Thanksgiving week off)  
Teaching Online is a four-week facilitated online workshop for faculty members, focusing on creating, sharing, and critiquing each other's work. The course provides an opportunity for faculty members to discuss and collaborate on basic elements of online teaching. Experienced faculty members will have a chance to share lessons learned.

### **2010 IOL Conference Announcement and Preconference Proposal Opportunity**

Mark your calendars for the 2010 Innovations in Online Learning (IOL) Conference on May 26 – 28<sup>th</sup> at the Omni Hotel in downtown Austin, Texas. Planning is underway so visit the [conference website](#) today for additional details.

In the meantime, proposals are currently being sought for 3-hour preconference workshops to be held Wednesday, May 26<sup>th</sup> from 9am until noon. We are especially interested in hands-on training sessions and interactive workshops related to the delivery of online education.

**Proposals for preconference workshops are due Monday, November 23, 2009.** To submit your proposal for consideration, please see the [Call for Preconference Workshops](#). Only proposals submitted by faculty and staff within the UT System will be considered.

### **New School Year: Time for a New UT TeleCampus Password**

If you are teaching or working within UT TeleCampus Blackboard installation, we ask that you login to the TeleCampus Information System (TIS) and create a new UT TeleCampus password for yourself each September. This practice, recommended by the Texas Department of Information Resources, is an important defense against academic dishonesty.

We ask that you use a “strong password,” which should:

- have a minimum length of eight characters
- be comprised of a combination of alpha, numeric, or special characters
- be changed immediately if the security of the password is in doubt
- always be treated as confidential information

When creating a strong password, you should **NOT** include any of the following:

- your name, nickname, birthday, interests, or information known or easy to learn about you
- your address, street name, phone number, town, or city
- names of your family, friends, pets, or co-workers
- your social security, driver’s license, license plate, or other series of assigned numbers or letters
- the name or abbreviation of your school, department, or area of study
- your school mascot, colors, or slogans
- word or number patterns such as aaabbb, zyxwvut, 123456, or 123321
- slang words, obscenities, popular phrases, acronyms, or jargon
- words that appear in an English or foreign dictionary
- passwords selected for personal use or commonly used on public web sites
- the reverse of any of the above

For additional information, see the University of Texas System Strong Password Guidelines at <http://tinyurl.com/mmsnwo>. For help with managing your UT TeleCampus login credentials within the TIS, contact the UT TeleCampus Help Desk at 1-866-321-2988 or Student and Faculty Services staff at [telecampus@utsystem.edu](mailto:telecampus@utsystem.edu) or 1-888-Texas-16.

### **Summer 2009 Completion Rates**

After grades are posted at the end of the semester, we calculate the completion and successful completion rates for UT TeleCampus courses. Completion rates are based upon the number of students who receive grades (including Incompletes), minus those who receive withdrawal grades. Successful completion is a grade of D or better for undergraduates and C or better for graduates. For the Summer 2009 semester, we had a total completion rate of 93% and a successful completion rate of 89%. Undergraduate rates were 93% completion and 86% successful completion. Graduate rates were 93% completion and 92% successful completion. Questions about completion rates can be sent to [telecampus@utsystem.edu](mailto:telecampus@utsystem.edu).

### **Third Quarter Help Desk Report**

From July through September, the Help Desk created 3,620 tickets, closing 3,488 of those tickets and referring the remainder to UT TeleCampus (UTTC) staff. UTTC staff created an additional 273 tickets. Calls received by the UTTC Help Desk are from enrolled students, current

faculty members, and campus staff members. Tickets created by UTTC staff members represent calls received from potential and current students.

\*\*\*\*\*

Dr. Darcy Hardy \*\* Assistant Vice Chancellor for Academic Affairs \*\* Executive Director  
UT TeleCampus \*\* The University of Texas System \*\* 512-499-4207  
702 Colorado Street, Suite 4.100, Austin, Texas 78701

UT TeleCampus || [www.uttc.org](http://www.uttc.org)