**Online Master Teacher**

**Criteria**

Appointment to Online Master Teacher is awarded to faculty who consistently demonstrate excellence in online teaching and are committed to enhancing the quality of online education at East Tennessee State University. Applications will be accepted until January 8, 2018 for up to five Master Online Teacher designations to be awarded by the Provost for the academic year. Successful applicants will receive a $1000.00 stipend with the designation. Following the initial designation to the faculty member, those faculty may maintain the Online Master Teacher status with the completion of the requirements defined below. Faculty must be full-time.

**Requirements for Initial Appointment to Online Master Teacher**

To be considered for the appointment to Online Master Teacher the faculty member must complete the application form and submit a current curriculum vitae. Evidence of the following must be included in the application and curriculum vitae. Documentation should focus on effectiveness of instruction and include multiple sources of evidence.

* Teach a minimum of one online course per year for a minimum of three (3) years.
* Submit an online course for review by ETSU Online Faculty Liaisons. This review will include a completed online course to enable liaisons to evaluate the promptness of course feedback and grades and course structure. Applicants will also present and discuss the course with online liaisons.
* Course should have passed the formal review process within the past three years. Current course syllabus should be submitted with the application.
* Provide evidence of continuous improvement in an online course based on student feedback and/or peer reviews.
* Provide evidence the faculty member has participated as a student in an online learning environment.
* Provide evidence that course objectives are linked to course assignments and assessments.
* Provide documentation that course assignments, assessments, and information delivery use appropriate online methods that best meet course objectives.
* Provide evidence that course follows online instructional design best practices, including structural clarity and ease of navigation.
* Provide evidence that course content is accessible and includes equivalent alternative to auditory and visual content. If course content is not fully accessible, present plan and timeline for completion.
* Provide evidence of prompt and effective feedback in the online course.
* Provide robust evidence of student to student, student to instructor, and student to content interaction.
* Provide evidence that active learning is a core method of instruction within the online course.
* Provide evidence that course is an exemplary model for quality employing a diversity of instructional methods and/or innovative online teaching methods.

**Requirements to Maintain Online Master Teacher Status**

Following the initial appointment to Online Master Teacher, faculty may maintain this status and receive an additional $1000.00 stipend every third year. The following criteria must be met in order to maintain the designation. Master Teachers will provide a report showing evidence of completion to Director of Academic Technology Services on a yearly basis.

* Submit an online course for peer review each year. Review may be done by either the online liaison group or peer review with department/college. The course may be the same each year, but must show improvement.
* Provide mentorship to other faculty in the development or teaching of an online course.
* Attend one webinar, continuing education course, or conference each semester regarding online teaching and learning.
* Participate in a community of online instructors including contributions to blogs, chats, or participate in ITS sponsored live event regarding online teaching activities at least once per semester.
* Provide online teaching tips at least twice each semester that are appropriate for distribution in ETSU Online social media. Tips will be distributed by Director of Online Marketing. Tips can be in text or video format for distribution.
* Provide an example of at least one pedagogy used in an online course that is considered a best practice for teaching online.