



CAPELLA UNIVERSITY

# Course Reporting

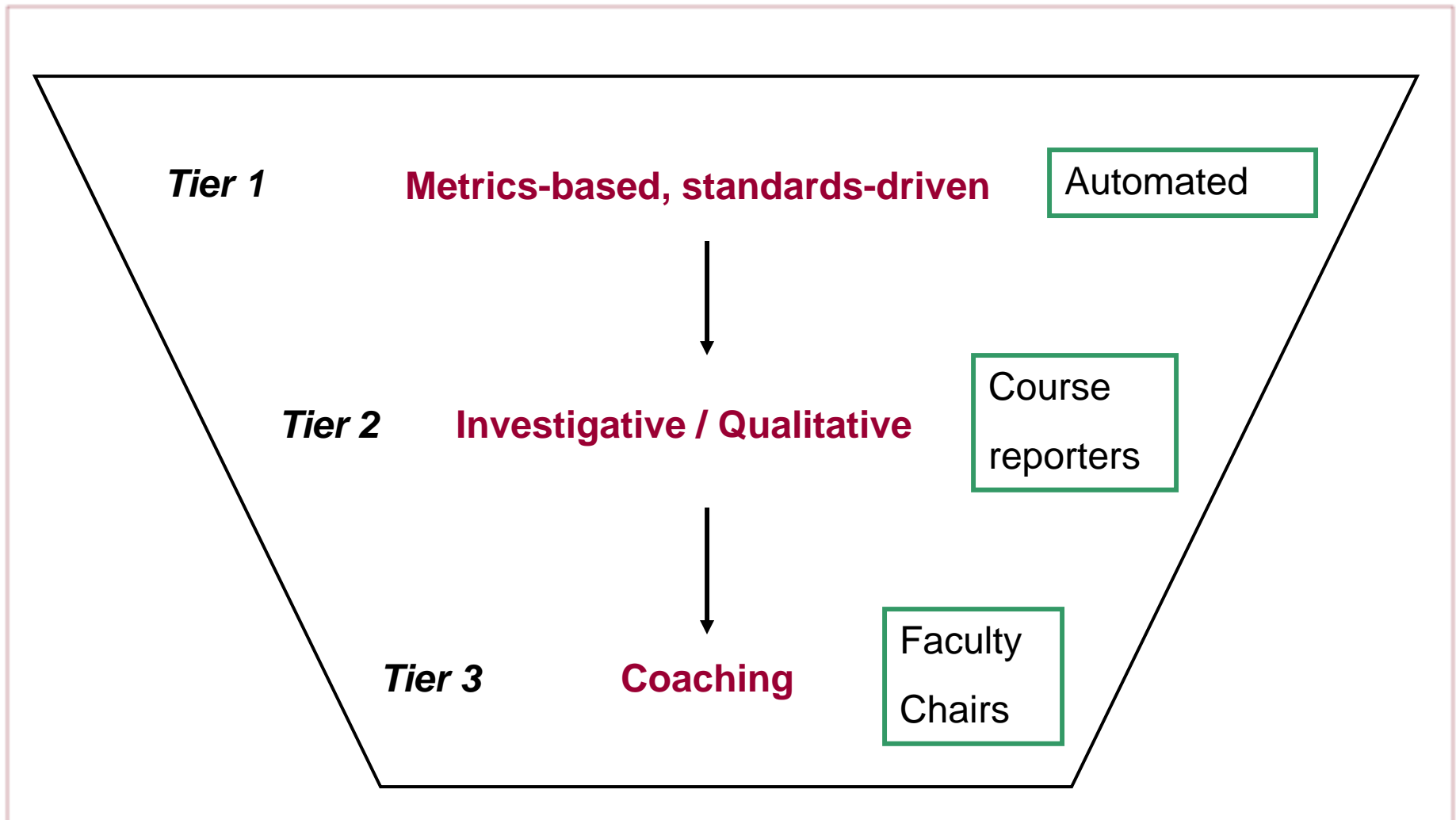
# Course Reporting Purpose

- Improve the learner experience
  - Substantive, timely feedback
- Improve the faculty experience
  - Your experience, Capella's expectations
  - Success, contented learners and Faculty Chairs
- Support the faculty chairs
  - Timely information

## Course Reporting Bottom Line

- All course reporting is based on minimum teaching standards and recommended teaching practices as described by the faculty liaison group at Capella.

# Course Reporting Tiers



## Tier 1: Number of Instructor Postings

- Number of instructor postings per active learner in discussion topics.
  - Active learner
  - Discussion topics
  - Minimum standard is one instructor posting per active learner every two weeks



## Tier 1: Number of days in Discussion Topics

- Number of days the instructor is posting in discussion topics
  - A count of the days
  - Minimum standard is 2 days for the instructor to be posting in discussion topics each week



## Tier 1: Outstanding Assignments

- Standard is to grade learner's assignment submissions within 72 hours of submission
- What is measured:
  - Number of ungraded assignments
  - Number of active learners
- Reasonable level is one ungraded assignment per learner

- Look behind the numbers
- Investigative by nature
- Example
- Courseroom tools
- Quality instructors



- Low Tier 1 metrics
- Chair requests
- Routine review
- New instructor
- Random



- Postings
- Grading
- Participation grades
- Ask Your Instructor
- Faculty Expectations Message (FEM)
- Idiosyncrasies
- Exemplary practices
- Course edits

## Course Reporting Recap

- For learners, faculty, faculty chairs
- Based on minimum teaching standards and recommended teaching practices
- Tier 1- quantitative weekly snapshot of the Courseroom
- Tier 2- qualitative look at a Courseroom
- Tier 3- coaching

