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Save the Date Announcements:

Coffee with Sarah: May 1, 1 pm at Bariques in Middleton, 1901 Cayuga St, Middleton, WI 53562

Quarterly IL Instructor Appreciation and Professional Development Meeting will take place at the UW-Extension CEOEL Partner Program Faculty Symposium: May22-23.

Distance Teaching & Learning Conference 2017: July 25-27
dtlconference.wisc.edu



Program Policy Changes

One thing that stays the same in a program with a long, rich history like Independent Learning is the need for change. On July 1, 2017, the first day of the new fiscal year, a variety of new policies and procedures will go into effect for all Independent Learning courses. More information on these policies will be provided at the UW-Extension CEOEL Partner Program Faculty Symposium.

Many of these changes are designed to address student performance, retention, and completion issues. Below, you will find a quick summary of important changes. Look for additional information in the coming months.

- New Title: those engaged in the grading of Independent Learning courses will use the title "course facilitator"
- No grades of "incomplete": rather than recording a grade of "incomplete" record the grade that the student earned on the assignment, even if that grade is failing.
- Skipped Assignments: If students move on to the next unit without completing the work in the prior unit, all outstanding work receives the grade of 0.
- Course Completion Date: All work, including all exams, must be completed by the course completion date. At the 18-month mark, any outstanding work receives a grade of 0, and a final grade is calculated based on work submitted.
- Grading Scale: All IL courses use the standard IL course grading scale.
- Syllabus: All IL courses use the same syllabus template.
- Referral Button: All IL D2L courses have a student referral button for

facilitators to refer students to success coaches or express concerns about student work.

- Introduction Module: All IL courses will have a course introduction module that will house all course information including syllabus and policies.
- Planning Module: All D2L courses will have a NEW course planning module and optional assignment so students can communicate their timelines to course facilitators.
- New, Accurate Completion Dates: Students with concurrent enrollment must complete their IL course by the end of the enrollment term. Not all students will have 12 months to complete their course.
- Completion Module: All D2L courses will have a NEW as you finish module with transcript request information and course suggestions.
- D2L Drop-box Feedback: GradeMark and TurnItIn will be available in all D2L courses.
- Notifications: Facilitator email notifications will be turned on in all courses.
- New Remote Proctor: Software Secure will be replaced by Examity. The student experience will be improved; there is no change to process for instructors.

Look for more detailed information regarding these changes at the Faculty Symposium and in future newsletters.

Fun Fact: Withdrawals

Students who withdraw from their IL course within 14 days of registration can receive a full refund of their tuition, minus administrative fees. Students who withdraw on days 15-45 can receive a refund of up to 60% of their tuition. There is no refund for withdrawals after 45 days.

Spring Cleaning:

If you have student records, spring is a great time to clean them out. Once a student completes a course, any paper and electronic records that you have outside of D2L, LRMS, and iStudy must be saved for 12 months. Any records for students who completed their courses more than 12 months ago may be confidentially destroyed.

Once a student completes a course, you may send any and all records to the DCS IL offices for saving and timely confidential destruction.

D2L Gem: Course Edit Requests

One challenge many IL course facilitators face is needing to change something about their course between structured revision cycles. Whether you need to fix a typo, update a page number, or clarify assignment instructions, it will now be possible to address those needs between revision cycles. Requested changes may not impact grade calculation or course requirements as provided in the course syllabus.

To request a change, go to <http://go.wisc.edu/9c011b> and complete the form.

On a quarterly basis, all requested changes will be reviewed, and a plan will be developed to address the requested changes. If there is something that is not working in your course that you would like to have addressed in the next scheduled revision cycle, you may also make a note of that needed change via this form.

Good Practice Reminder: Online Learning Update

Ray Schroeder, our keynote speaker at the UW Collaborative Online Program Faculty Symposium, 5/22-5/23,

has been providing daily updates on Online learning since 2001. Thanks to Ray it is possible to stay on top of our ever-changing field. You can access The Online Learning Update at <http://people.uis.edu/rschr1/onlinelearning/blogger.html> Or, if you prefer, you can subscribe to the Online Learning Update and receive it via email <http://feedburner.google.com/fb/a/mailverify?uri=OnlineLearningUpdate> (If you are interested in learning more about Ray for the upcoming UW Collaborative Online Faculty Symposium, his homepage address is: <https://sites.google.com/site/rayschroeder/>)

Instructor Meeting Reminder:

Our Spring DCS IL Instructor professional development and appreciation meeting will take place at the UW-Extension CEOEL Partner Program Faculty Symposium: May22-23. Please contact il@dcs.wisc.edu if you would like to register to attend but have not yet done so.

Introducing: William Hagen



William is from Cedarburg, Wisconsin, a small town about 25 miles north of Milwaukee. He is currently completing his freshman year at UW-Madison. He intends to earn undergraduate degrees in statistics and environmental science. He also has a passion for the Spanish language and an interest in learning more about Spanish speaking cultures. He hopes to bring his knowledge of the language to help improve Independent Learning Spanish courses.

William also hopes to bring his strong background of using technology in a professional setting to help the Independent Learning team. He is using his skills to transfer course content and material to online platforms for independent learners to access and use. Ultimately, William is hoping to gain valuable experience and skills as a part of the Independent Learning team in order to help make a positive impact in our community.

In his free time William enjoys traveling with his family and friends to new places across the globe. He's been to England, France, Spain, Italy, and Haiti and hopes to add to that list. He also enjoys playing and watching sports (football, baseball, basketball, volleyball, and golf). William likes spending time in nature by hiking, kayaking, and boating.

William is excited and delighted to be an addition to the Independent Learning team.