

## Verification of Vetting of Online Course

This form must be signed by the chair/unit head for both the \$2000 stipend for the development of a faculty member's initial online course at MWSU and for the \$1000 stipend for the first offering of initial and subsequent online courses at MWSU. For initial course developments, this form must also be signed by an IMC instructional technologist. This vetting is to encourage best practices in the development of online courses and to assure consistency with departmental standards and objectives

Faculty Member: \_\_\_\_\_

G# \_\_\_\_\_ Department: \_\_\_\_\_

Online Course That Has Been Vetted: \_\_\_\_\_

Proposed Term that Course Will First be Offered: \_\_\_\_\_

Endorsement of Course by Chair or Unit Head: \_\_\_\_\_

Date: \_\_\_\_\_

Endorsement by of Course by IMC (*only required for first developments*):

IMC Instructional Technologist Name: \_\_\_\_\_

IMC Instructional Technologist Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please submit to the Dean & Executive Director of the Western Institute**

Received by Western Institute: \_\_\_\_\_

Date: \_\_\_\_\_

**After approvals, a copy of this form will be sent to faculty member, Chair/Unit Head, Dean and Provost.**