

VI.21 ONLINE AND CONTINUING EDUCATION (OCE): POLICIES AND BEST PRACTICES

VI.21.1 OCE Policies and Procedures

Faculty development

- OCE currently provides education and support to faculty interested in teaching online., e.g., preparation of instructors to use technology, implementation of adult learning theory, intentionally designed courses, online student support services.

Curriculum Oversight

Continue the current practice outlined in the faculty handbook: the oversight of curriculum taught in OCE campus is done by departments/ programs and the relevant Curriculum Committee.

De facto tenure

- To help ensure that de facto tenure does not occur, the relevant dean will review all contracts of those teaching on any campus (McMinnville, Portland, and OCE).
- Relevant items from the handbook (IV.5 (<http://catalog.linfield.edu/faculty-handbook/chapter-iv/adjunct-faculty/>)):
 - “Normally, adjunct faculty are limited to no more than 18 load units in any given academic year, where 33 units is defined as full time (23 of teaching per se and 10 of other, such as advising and service functions). Included in the 18 is teaching within any division [campus (McMinnville, Portland, and OCE)] of the college. In no case will a load of more than 20 units be approved.”
 - “Adjunct faculty are not eligible for tenure, promotion in rank, or sabbatical leave.”