WIU ONLINE COURSE DEVELOPMENT POLICY

WIU departmental faculty who has the expertise are invited and given first opportunity to design and develop any WIU course to be available online. Payment for online course development is $5000 or ACEs or PAA points according to the UPI Contract and departmental policies. If no departmental faculty members wish to develop a WIU course online, then the $5000 online development can be invested in one of the following options:

A. **Adjunct Faculty**

An adjunct faculty member can be offered the opportunity to develop a WIU course online as long as:

1. All departmental faculty members who have the appropriate background and expertise in the subject area have been given first choice and have declined.
2. The subject matter is within the adjunct faculty member’s background.
3. It is approved by the Department Chairperson.
4. The course is approved per the guidelines.

B. **Administration**

An administrator can be offered the opportunity to develop a WIU course online as long as:

1. All departmental faculty members who have the appropriate background and expertise in the subject area have been given first choice and have declined.
2. The subject matter is within the administrator’s background.
3. It is approved by an administrator at least one rank level above the developer.
4. The course is approved per the guidelines.