

Canvas Alternative Delivery Rubric

Directions

Using key criteria from the Quality Matters Rubric, an alternative delivery course must meet these standards to be paid a faculty conversion stipend. If someone converts the course for you (work study/staff), there will be no conversion stipend. All converted alternative delivery courses should be self-assessed using this rubric prior to OLT team review to be sure the course meets these minimum expectations.

Rating Scale

Value	Description
Met	Fully or adequately met at a QM level of expectation. Feedback may be given to continually improve upon course.
Not Met	Missing or non-functioning course part. Did not meet the QM level of expectation YET. Feedback will be given on how to improve the course to meet standard expectations.

Scoring Guide

Criteria		Ratings
Course Overview and Introduction		
1.	Course has student-friendly, welcoming Home Page.	Met Not Met
2.	Instructor Profile established in Canvas (under Account icon - picture and bio).	Met Not Met
3.	Course contains instructor contact information (ex: Profile/Home Page).	Met Not Met
4.	Course contains instructor-to-student/student-to-instructor contact preferences (i.e.: methods/hours to contact).	Met Not Met
5.	Canvas course contains syllabus (attachment/link).	Met Not Met
6.	Home Page instructions clearly tell the student how to get started in the course (ex: link to first assignment/learning content).	Met Not Met
7.	Instructions clearly tell the student where to find various course components (course layout/program consistent).	Met Not Met
Competencies and Learning Objectives		
8.	Course competencies and learning objectives are found in the Learning Guides/Modules of the course.	Met Not Met
9.	Students are provided an overview/purpose for Canvas course activities/assignments, which link to competencies/learning objectives.	Met Not Met
Assessment and Measurement		
10.	The course grading policy is clearly stated.	Met Not Met
11.	Content-rich assignments have point values and due dates (so calendar feature displays).	Met Not Met
12.	Canvas Gradebook is developed for student use (show student progress).	Met Not Met
Course Technology		
13.	Modules are utilized to ensure navigation is consistent in format and fits the delivery type, and content is efficiently linked.	Met Not Met
14.	Links and embedded video within the Learning Guides/Modules function (open correctly).	Met Not Met
Accessibility		
15.	Accessibility has been verified using Canvas accessibility checker.	Met Not Met
16.	Students given equivalent alternatives to auditory and visual content (Universal Design).	Met Not Met
Captioning		
17.	All media resources are produced following CVTC's guidelines for closed captioning.	Met Not Met