

Academic Coaches Policy

The work of full-time and part-time faculty members who teach online may be supported by the use of Academic Coaches. UTPB has partnered with Instructional Connections, a third-party company that provides qualified Academic Coaches for instructors of large online classes. Academic Coaches share the responsibility for student success with the faculty member of record. Academic Coaches monitor student engagement, facilitate course content, and may serve as graders for the faculty member who is the teacher of record.

Full-time and part-time faculty who instruct online courses are eligible to request a coach for any of their online courses whose enrollment meets or exceeds *60 students*. Faculty may request additional (multiple) coaches for proportionately larger class sections. In order to be considered for a coach, faculty must complete a form no later than 30 days prior to the start of the term. The form is located on the faculty portal [<http://form.jotformpro.com/form/22045394102948>] that goes directly to Instructional Connections. Faculty specify the qualifications and criteria they desire in a coach and/or may name a particular coach. Instructional Connections will send resumes of prospective coaches to the Instructor who will make the final selection(s). Instructional Connections will report the employment of Academic Coaches to the instructor's dean who must approve the use of coaches.

Instructional Connections monitors the enrollment count on courses to help verify courses with 60 or more students have active coaches. The learning management administrator does not place coaches into courses unless there are 60 or students in a course. For more information about the assignment, training, duties, and evaluation of Academic Coaches refer to the REACH Handbook and the Distance Education Policy.