

CHATTANOOGA STATE COMMUNITY COLLEGE

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Academic Resources

Procedure 03:00

Supplemental Courses

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Supplemental Courses

1. A Supplemental Course is one which has an online basic presence minimum
 - 1.1. This means every course is required to use eLearn to post instructor information and the course syllabus
2. Supplemental Master
 - 2.1. Instructors wishing to maintain a Supplemental Master site must put in a request from the Director of Academic Resources
 - 2.1.1. All Supplemental MASTER sites in the CMS will be named according to the instructor as:
 - 2.1.1.1. Smast_course ID_Year_DesignerTigerID
 - 2.1.1.2. Example - smast_ENGL1010_2017_bstifler
3. Delivery of Supplemental Courses
 - 3.1. If a master site is used it should be loaded into all supplemental sections each semester
 - 3.2. All instructors MUST have completed the eLearn Training through Level 1 and the eAccessibility Training through Level 3 before being assigned to teach a classroom course and thus a supplemental course