

Title: Canvas Minimum Usage

Category: Academic Affairs

Responsible Cabinet Member: Provost

Purpose

To establish a policy outlining the minimum required use of the University-approved learning management system (LMS). Establishing minimal required use will promote uniformity in the student course experience and help ensure continuity of instruction, minimizing disruption to students in the event that an instructor is unable to complete course instruction.

Scope

This policy applies to all courses, irrespective of modality at all course levels. Exceptions are limited to courses set up as individual academic experiences, including directed independent study, supervised research, supervised teaching and thesis or dissertation credits.

Policy

All course instructors are required to use the University-approved LMS to meet the following minimum requirements:

- Syllabus: An Americans with Disabilities Act (ADA)-compliant syllabus that includes all required items as specified in the course syllabus guidance issued from the Office of the Provost;
- Instructor Information: Instructor contact information and office hours, when applicable; and
- Grade Communication: Communicate and maintain student grades using the LMS gradebook, consistent with the grading procedure outlined in the faculty member's syllabus.