

## ONLINE DEGREE PROGRAMS

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Online Degree Program Website: <https://www.glenville.edu/required-skills-online-learners>

Online Degree Program Application: <https://www.glenville.edu/admissions/apply>

### Online Degree Programs

Glenville State College is committed to providing access to education for all learners, including those who require online degree programs due to convenience, preference or need. The College offers selected degree programs in three academic departments using a fully online format. Online learning allows for a flexible schedule that students can adjust to their busy lifestyles. This allows both traditional and nontraditional students to balance everyday life while earning a college degree. Glenville has instituted many changes to grow and improve online learning. For example, joining Quality Matters and the National Council for State Authorization Reciprocity Agreements. Campus standards and templates have also been designed for course to have a more unified look.

Online courses make extensive use of the institution's learning management system, Blackboard. Students enrolled in online courses are expected to log on during the first week of classes and thereafter in accordance with course requirements. Failure to log on as required can result in the student being administratively withdrawn from the course. A course account is created for Glenville State students when they first enroll in an online course/degree program. It is the responsibility of students to change their password for security purposes once they log on. Students having problems logging on to their accounts should contact the Office of Instructional Technology or the Blackboard Helpdesk. If the problem is a navigational, classroom, or educational issue the student should contact the course instructor and/or the Academic Success Center.

The following programs are available online through Glenville State College:

- Bachelor of Science in Business Administration with an emphasis in Management
- Bachelor of Science in Criminal Justice
- Associate of Science in Business
- Associate of Science in Criminal Justice
- Associate of Arts in General Studies
- Certificate in Geographic Information System (beginning Fall 2020)

### Requirements for Admission to Online Degree Programs

All applicants must first complete an application through our admissions office. The application must specify that the student would like to participate in the online degree program. Online degree seekers will follow all basic admission standards that are required for traditional students. Refer to the Admissions and Financial Aid section of the catalog for additional information.

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Should a student decide to become a face to face student, he/she must fill out a “Request to Change Campus” form and submit it to the Registrar’s Office. At this time any student born after 1957 will have to provide proof of immunization records. Should a face to face student want to become an online student, he/she must also fill out a “Request to Change Campus” form

There is a flat fee of \$200/semester for taking online courses as part of an online degree. There is also a 10% discount off the net tuition balance for veterans, law enforcement, and first responders who enroll in an online degree program.

### Resources Available for Online Students

Online degree seeking students will have access to all services on campus that are afforded to the traditional student. This would include but is not limited to academic advising, accommodation and accessibility services, Veteran’s services, mentoring, tutoring for all classes, career exploration and Financial Aid. In addition to tutoring services on campus, the online degree seekers will have access to *NetTutor* which provides free online tutoring for various subjects. If students are interested, they may obtain a student identification card which would allow them to attend on campus events, athletic events, and receive local discounts.

Upon admission to the program, online students will be assigned an Academic Success Center advisor to guide them through the first semester and provide resources to the students as needed. Once the student successfully completes their first semester with a 2.5 GPA or better, they will be transitioned to an online faculty advisor within their degree program department. The faculty advisor will then guide the student through graduation, while the Academic Success Counselor continues to provide any support or services the student may need. All online courses are administered through the learning management software, Blackboard.

### Helpful Links for Online Students within Blackboard

Glenville State College implemented a standard template for all online courses in Blackboard. Each of the items below can be found in the main menu section within that template.

*Blackboard Help* – This menu item displays contact information for technical support. Glenville State College operates a help desk Monday through Friday 8:00am to 400pm eastern time, available via email or phone. An after-hours help desk is available via phone through West Virginia Virtual Network. This menu item also contains a link to the Blackboard help center and a link to the Blackboard accessibility page.

*Policies and Accessibility* – This menu item links the student to Glenville State College’s Academic Dishonesty Policy, Class Attendance Policy, Electronic Device Policy and the Equal Opportunity/Affirmative Action Policy.

Link: <https://www.glenville.edu/academics/college-catalog>

*EdNet* - This menu item directs students to the log on page for the Glenville State College EdNet Information System. Once logged into EdNet a student will have access to all their personal data.

Link: [https://rand.wvnet.edu:9420/GSCWV/twbkwbis.P\\_GenMenu?name=homepage](https://rand.wvnet.edu:9420/GSCWV/twbkwbis.P_GenMenu?name=homepage)

*Financial Aid* - This menu item directs students to the contact information for the financial aid counselors at Glenville State College.

Link: <https://www.glenville.edu/financial-aid/counselors>

*Follett Discover* - This menu item is integrated with the Blackboard system and directs students to the Follett website. The system pulls up the student's courses and related course materials. This is the portal for students to purchase textbooks.

Link: <https://www.efollett.com>

*Library* - This menu item directs students to the contact information for the Robert F. Kidd Library at Glenville State College. This page includes the contact information for the Librarian as well as hours.

Link: <https://www.glenville.edu/library>

*Office 365 Email* – This menu item directs students to their college email account. Students receive an email account when they first register. Should a student need help accessing their account they should contact the IT Helpdesk at 304-462-6140.

Link: [mail.glenville.edu](mailto:mail.glenville.edu)

*NetTutor Online Tutoring* - This menu item directs students to the NetTutor site. This site provides the student with tutoring services for free. Because it is integrated with Blackboard the student does not need to log into NetTutor separately.

Link: <https://www.nettutor.com>

## Quality Matters

Glenville State College has been using Quality Matters (QM) since 2017 through the West Virginia Virtual Network (WVNet). Quality Matters started in 2003 in Maryland as part of a grant. The goal was to certify the quality of online courses. Since its inception, QM has grown into a nationally recognized program with over 60,000 members. Since Glenville State College joined QM, all faculty developing and/or teaching online courses are encouraged to become QM certified. To learn more about Quality Matters visit their website at <https://www.qualitymatters.org>.

In an effort to improve student success Glenville State College also implemented changes and set standards for online learning. For example, faculty are encouraged to use the standard course template in Blackboard. Faculty are also encouraged to use the standard template when creating their syllabus. A similar course design across campus provides a familiarity of use for students. All 100 level courses are encouraged to display a Blackboard orientation to students. This orientation walks the student through the basic blackboard features regarding course work.

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### National Council for State Authorization Reciprocity Agreements

Glenville State College has been a member of the National Council for State Authorization Reciprocity Agreements (SARA) since 2017. This membership allows Glenville State College to offer its online degree programs and courses to out-of-state students without a reciprocity agreement in place with each state. More information about SARA is available at their website: [www.nc-sara.org](http://www.nc-sara.org).

### Implementation Plans for Online Degree Programs

Glenville State College started offering degree programs completely online Fall 2018. Following are course implementation plans by year and semester for each of these programs mapping out when courses will be offered online as part of each program.

*Following are all of the General Education courses that are available online for online degrees. For more information on General Education requirements see page 100.*

#### **Humanities**

CART 101  
ENGL 101  
ENGL 102  
ENGL 203  
ENGL 206  
FNAR 100  
MUSC 200

#### **Technology**

CSCI 101  
CSCI 267

#### **Health and Physical Education**

PED 201

#### **Natural Sciences and Mathematics**

ENVR 101  
MATH 106  
MATH 115  
SCNC 101

#### **Social Sciences**

HIST 207  
HIST 208  
ECON 201  
ECON 202  
GEOG 203  
POSC 203  
PSYC 201  
SOCL 205  
SOCS 225

*Implementation plan of core courses for the online Associate of Arts in General Studies. For more details about the AS General Studies see page 109.*

#### **Fall 2018**

CART 101  
CSCI 101  
ENGL 101  
GSC 100  
MATH 106  
MATH 115

#### **Fall 2019**

ENGL 205  
ENVR 101

#### **Spring 2019**

ECON 201  
ENGL 102  
FNAR 100  
HIST 208  
POSC 203  
SCNC 101

#### **Spring 2020**

PED 201

*Implementation plan of core courses for the online Bachelor of Science in Business Administration Management. For more details about the BS Business Administration see page 132.*

**Fall 2018**  
BUSN 230  
CSCI 101  
MRKT 201

**Spring 2019**  
BUSN 100  
BUSN 193  
ECON 201  
MGMT 201

**Fall 2019**  
ACCT 231  
BUSN 270  
CSCI 260  
ECON 202  
STAT 361

**Spring 2020**  
ACCT 232  
FINC 321

**Fall 2020**  
ACCT 337  
MGMT 384

**Spring 2021**  
BUSN 330  
BUSN 470  
MGMT 383

**Fall 2021**  
BUSN 493  
FINC 421  
MGMT 202  
MGMT 484

**Spring 2022**  
ECON 420  
MGMT 487

*Implementation plan of core courses for the online Associate of Science in Business. For more details about the AS Business see page 138.*

**Fall 2018**  
BUSN 118  
BUSN 230  
CSCI 101  
MRKT 201

**Spring 2019**  
BUSN 100  
BUSN 193  
BUSN 296  
ECON 201  
MGMT 201

**Fall 2019**  
ACCT 231  
BUSN 270  
CSCI 260  
ECON 202

**Spring 2020**  
ACCT 232  
BUSN 293  
MRKT 202

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*Implementation plan of core courses for the online Bachelor of Science in Criminal Justice. For more details about the BS Criminal Justice see page 141.*

**Fall 2018**  
CRJU 111  
CRJU 293  
CRJU 321  
SOCL 312

**Spring 2019**  
CRJU 105  
CRJU 223  
CRJU 401  
CRJU 405  
CRJU 493

**Fall 2019**  
CRJU 222  
CRJU 232  
CRJU 335

**Spring 2020**  
CRJU 215  
CRJU 314

**Fall 2020**  
**CRJU 315**  
CRJU 402

**Spring 2021**  
CRJU 340

**Fall 2021**  
CRJU 415  
CRJU 445

**Spring 2022**  
CRJU 403  
CRJU 497

*Implementation plan of core courses for the online Associate of Science in Criminal Justice. For more details about the AS Criminal Justice see page 145.*

**Fall 2018**  
CRJU 111  
CRJU 293  
SOCL 209  
SOCL 312

**Spring 2019**  
CRJU 105  
CRJU 223  
HIST 208

**Fall 2019**  
CRJU 222  
CRJU 232

**Spring 2020**  
CRJU 215  
CRJU 231  
CRJU 297

*Implementation plan of courses for the online Certificate in Geographic Information System. For more details about the Certificate in GIS see page 271.*

**Fall 2020**  
LAND 244  
NRMT 125  
NRMT 244  
NRMT 334