eCampus Mission

The mission of eCampus is to provide leadership, services, support, resources, and accessibility in online and blended education.

eCampus Background

The University of Nebraska at Kearney's eCampus has been meeting the educational needs of placebound, nontraditional adults throughout Nebraska for more than four decades with the delivery of academic courses and degree programs. In the early years, these courses were offered by face-to-face instruction at various locations throughout the state of Nebraska. As enrollments dwindled at off-campus sites and the Internet became a ubiquitous tool, face-to-face instruction was gradually replaced with distance education delivery.

eCampus is an extension of the academic departments by collaborating with them in the development of online programs. These services include recruitment, support for faculty in the development of their online, blended, or videoconference courses, funding, and various student support services.

Meet the Team

Gloria Vavricka, Director of eCampus
Gloria provides leadership in all aspects of online education including program development, recruiting, budget management, faculty development, technology, and the daily operations of eCampus.
vavrickag@unk.edu, 308.865.8390

Steven McGahan, Associate Director
Steve provides instructional design support for the Natural and Social Sciences departments of the College of Arts and Sciences. He assists faculty with the design and development of online courses by matching teaching strategies with pedagogy and technology solutions.
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Steve is assigned to:
College of Arts and Sciences (Natural and Social Sciences departments)
College Office: COPH 103 (Every Wednesday) 308.865.8341
Karen Premer, Assistant Director
Karen provides instructional design support for the College of Education. She assists faculty with the design and development of online courses by matching teaching strategies with pedagogy and technology solutions. 
premerk@unk.edu, 308.865.8840

Tim Bartling, Assistant Director
Tim provides leadership on the development and implementation of educational classroom technology and video production. He supports faculty, administration, and staff with the use of classroom learning spaces and media resources.
bartlingtr@unk.edu, 308.865.8061

Alyssa Wyant, Assistant Director of Online Recruitment
Alyssa provides leadership in developing, implementing, and managing online recruitment tactics. She consults with administration, faculty, and staff on recruitment for online education and oversees the execution of recruitment and communication campaigns for online programs through print, digital, and social media. 
wyantam@unk.edu, 308.865.8378

Olimpia Leite-Trambly, Instructional Designer
Olimpia provides instructional design support for the College of Business and Technology. She assists faculty with the design and development of online courses by matching teaching strategies with pedagogy and technology solutions. 
leitetrambod@unk.edu, 308.865.8503

Eric Tenkorang, Instructional Designer
Eric provides instructional design support for the Fine Arts and Humanities departments of the College of Arts and Sciences. He assists faculty with the design and development of online courses by matching teaching strategies with pedagogy and technology solutions. 
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Karen is assigned to:
College of Education
College Office:
COE B101
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308.865.8840

Olimpia is assigned to:
College of Business and Technology
College Office:
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(Every Wednesday)
308.865.8503

Eric is assigned to:
College of Arts and Sciences (Fine Arts and Humanities departments)
College Office:
Thomas Hall 109A
(Every Wednesday)
308.865.8341
Dylan Munson, Online Recruitment Coordinator
Dylan develops and implements strategies for increasing online enrollment, including recruitment plans, social media management, and research on recruitment avenues for online programs. He coordinates recruitment communications to ensure a seamless service to prospective and current online students.
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Stacey Schwarz, Online Program Recruitment Specialist
Stacey is responsible for outreach to prospective and current online students, including student recruitment, lead nurturing, student advising, and monitoring and analyzing the impact of online programs. She works to build relationships to support prospective and current students from the point of inquiry to enrollment.
schwarzsl2@unk.edu, 308.865.8938

Rosanna Vail, Communications Assistant
Rosanna assists with recruitment communication projects for eCampus, including content development and strategic messaging for print and digital communications to current and prospective online students.
vailrm@unk.edu, 308.865.8285

Julie Saalfeld, Office Associate
Julie coordinates office services such as budget, human resources, finance, purchasing, payroll, travel, and other administrative activities for eCampus. She provides support services to distance education students and faculty.
saalfeldj@unk.edu, 308.865.8211

Heather Rhinehart, Office Associate
Heather provides support services to distance education students and faculty, and she schedules rooms and classes for eCampus. She also manages student inquiries from various sources by utilizing the CRM system.
rhineharthj@unk.edu, 308.865.8927
Faculty Resources

TRAINING & INFORMATION

The resources presented in the following section are available to all UNK faculty and staff who teach online or blended courses. To learn more or request access to any of these resources, please contact your college’s instructional designer:

College of Arts and Sciences (Natural and Social Sciences):
Steven McGahan – 308.865.8341 or mcgahansj@unk.edu

College of Arts and Sciences (Fine Arts and Humanities):
Eric Tenkorang – 308.865.8271 or tenkorange2@unk.edu

College of Business and Technology:
Olimpia Leite-Trambly – 308.865.8503 or leitetrambod@unk.edu

College of Education:
Karen Premer – 308.865.8840 or premerk@unk.edu

• Course Consultation – The instructional designers assist faculty with designing and developing online/blended courses by matching teaching strategies with technology solutions. They help faculty organize materials, emphasize the importance of timely responses, create assessment tools, develop discussion board topics, and provide methods on how to build community for student-to-instructor interaction and student-to-student interaction. The consultation may be one session or several depending on the course and faculty member’s experience with online teaching.

• Course Template – The online Course Template provides a structure for any online course and resources for students and faculty. The template makes developing online/blended courses easier by giving faculty a pre-built shell that allows them to add their materials in without worrying about creating a navigational structure.

• eCampus Faculty Online Training (FOT) – Each semester, full-time faculty members and adjuncts new to online teaching may participate in Faculty Online Training. This is an eight-week (Fall and Spring) or four-week (Summer) course developed to instruct faculty in the pedagogy of online teaching. The eCampus Faculty Online Training course consists of various online activities, including videos, readings, discussion, and more. Topics include initial development of online content, copyright issues, online collaboration and community, and eCampus support services.

• eLuncheons – eLuncheons are lunch seminars offered by eCampus focusing on a wide range of topics related to online/blended education. Past topics have included universal design, copyright, open educational resources, multimedia technology, and featured guest speakers. The eLuncheons are a way for faculty and staff to learn about some of the latest trends in online and blended pedagogy, skills, and best practices,
and to give them an opportunity to network with their peers. Watch for notifcations for upcoming eLuncheons through UNK Announce Email.

• **eWorkshops** – eCampus offers several workshops on technology and pedagogy every semester. These 90-minute workshops cover technology topics and pedagogy such as blended learning, rubrics, video best practices, portfolio development, and time management skills. These workshops are designed to give faculty members a better understanding of the online educational environment and increase their pedagogical skills. Watch for notifcations for upcoming eWorkshops through UNK Announce Email.

• **Respondus** – Respondus is a powerful tool for creating and managing exams that can be published directly to Canvas. This program makes creating tests, quizzes, polls, and surveys easy and allows users to work offline. The eCampus site license allows for the distribution of this program to any faculty member who is teaching or will be teaching online. Respondus is only available for Windows.

• **ProctorU** – ProctorU is a secure proctoring service that administers tests to students in online courses. This service ensures that proctors are approved and tests are administered under the proper conditions based on academic integrity and instructor specifications.

• **Library** – The library provides many services for faculty and students to support them in their online teaching. These 24/7 services include access to library databases, reference services, interlibrary loan and document delivery, and checking out books and other materials.

• **Information Technology Services (ITS)** – ITS provides the infrastructure for online education and provides Canvas Course Management Software and other training workshops. ITS provides support and training to faculty, staff, and students on iPad, Qualtrics, Microsoft Office, Outlook, Zoom, Lecture Capture, ilos, and more.

• **StudyMate Author** – StudyMate Author allows instructors to create 10 Flash-based activities and games using four simple templates. The Flash activities can be used with any web server or published via URL to Canvas. StudyMate Author will import items from MS Word files and publisher test banks, making it easy to create interesting, interactive activities from existing content. The eCampus site license allows for the distribution of this program to any faculty member who is teaching or will be teaching online. StudyMate Author is only available for Windows.

• **Department Presentations** – In some cases, individual departments ask for training on specific topics of interest. In these cases, an instructional designer will consult with you to develop a targeted training session for your department. These can be short overviews of a topic or in-depth training on varying areas of online and blended learning.
• **Tutorials** – In addition to course-specific materials, the instructional designers work with faculty and staff to develop multimedia tutorials especially important to online learners. These tutorials are either video-based or are created using a program such as Camtasia, which allows the creation of interactive video tutorials. Tutorial topics have included UNK-specific Canvas skills, VoiceThread, and more. Many of the tutorials cover topics that address student-specific deficiencies and were created by faculty request.

• **VoiceThread** – VoiceThread is a collaborative, multimedia slide show system that holds images, documents, and videos and allows people to navigate slides and leave comments using a microphone, telephone, text, or webcam. Users can share a VoiceThread with friends, students, and colleagues for them to record comments, too. The system can be used with Canvas and can be accessed from any computer or mobile device with an Internet connection.

• **Hoonuit** – Faculty and students who want to boost their skills in online education are encouraged to access Hoonuit tutorials. Hoonuit has over 50,000 video tutorials on 205 applications including Microsoft Office, Photoshop, Canvas, and more. Hoonuit also has Skills Collections that include time management, online teaching, citation skills, and more. The Assistive Technology Collection focuses on special education software, assistive technology devices, and software accessibility training.

• **Webinars** – eCampus offers many publicly available webinars relevant to online education for faculty and staff. Faculty are encouraged to attend webinars for professional development and best practices.

**LEARNING SPACES**

The resources presented in the following section are available to all UNK faculty and staff. To learn more about the eCampus learning spaces, please contact Tim Bartling at x8061 or bartlingtr@unk.edu. To schedule any of these spaces, please contact Heather Rhinehart at x8927 or rhinehartj@unk.edu.

**Collaborative Learning Spaces** – Currently, eCampus has three rooms that were designed with collaborative learning as the primary focus. The rooms have 2-10 pods where students can work collaboratively on in-class projects/assignments. Each pod also has conferencing capabilities to include distance students.

**Video Recording Studio** – A full-service, live production studio gives faculty the ability to produce high-quality, professional video without post-production time. Videos are available as soon as the recording is finished. Both traditional backdrops and green screen recordings are available.

**Lecture Video Classroom** – A traditional, lecture style classroom with recording and conferencing capabilities is available for faculty to use for lecture capture or to hold classes.
**Lightboard Studio Recording** – A Lightboard is a glass markerboard that uses light to allow faculty to face the camera while writing and recording a lecture. The board gives users a quick and easy way to communicate technical subjects, equations, and sketches.

**One-Button Studio** – The One-Button Studio is an easy video recording room that can be used without any video production experience. Faculty can record a polished video using only a flash drive.

### Recruitment Services

eCampus offers a variety of different resources geared toward student recruitment and retention. Experts on staff work to collaborate with departments and provide avenues to increase online enrollments for online programs and courses. This involves working with both new and existing programs to strategically recruit and retain students. Recruitment may include any of the following:

- eCampus Website
- Google AdWords
- CampusNexus CRM Reach Out
- Digital Advertising
- Social Media
- Print Pieces
- Promotional Recruitment Items
- NU Online Website
- Newspaper/Magazine Advertising
- eCampus Schedule
- Educator’s Schedule
- Conference Booths
- E-mail Blasts

If you are interested in strategically recruiting for your online program, please contact Alyssa at x8378.

### Student Resources

The resources presented in the following section are available to all UNK faculty and staff who teach online or blended courses. To learn more or request access to any of these resources, please contact your college’s instructional designer.

- **SmarterMeasure** – SmarterMeasure is an online tool that assesses a learner’s likelihood for success in online learning. SmarterMeasure indicates the degree to which an individual student possesses attributes, skills, and knowledge that contribute to success in online learning. These skills include motivation, time management, reading rate and recall, computer knowledge and skills, and typing speed and accuracy. After the assessment is completed, tips, tools, and information are presented to help improve these areas. This service is available to all online students.
• **“Welcome Letter” and “I’ve Registered, Now What?” Mailings** – Prior to each semester, the eCampus Office mails out a “Welcome Letter” and “I’ve Registered, Now What?” instructions to every student enrolled in an online or blended course. The “Welcome Letter” includes information about the learning resources and support services available to them, instructions on how to get started with their online course, and information about deadlines for tuition and fee payments. “I’ve Registered, Now What?” includes information and links to help students in their coursework.

• **eCampus Student Orientation** – The eCampus Student Orientation (eSO) is available to all current and prospective students. eSO guides students through the resources and information needed to be successful in online courses at UNK. It is presented in an open Canvas course that may be accessed at any time before, during, or after an online course. Some of the topics provided in the orientation are: getting started, course navigation, technology resources, using the UNK library, accessibility accommodations, UNK honor code, and more. Talk to your instructional designer for more information.

• **Email Announcements** – Student Affairs sends out a weekly email to all UNK students announcing activities scheduled on campus. This announcement, also received by distance students, includes pertinent information such as deadlines for tuition, dropping a course, graduation application, upcoming events, etc.

• **eCampus Website** – The eCampus website has comprehensive information on many of the UNK support services, links to other departments that eCampus students would find useful, the eCampus Schedule, and information about programs offered. For students who are new to online learning, a series of “FAQs” are available on the eCampus website. These FAQs cover areas such as cost, admission to UNK, time commitment, technology, hardware requirements, and more. To view, go to ecampus.unk.edu.

• **eCampus Request for Information** – Interested students can ask for information regarding online courses or programs by clicking on the “Request Information” link on the eCampus home page.

• **Online Tutorials** – A wide range of video and print tutorials are available to students via the eCampus Student Resources web page and the Information Technology Services website. These tutorials include Canvas, APA and MLA Styles, Rich Text Format, and VoiceThread.

### Other Support Services

• **Academic Advising** – When a department implements a new online program, a faculty adviser is assigned to that program to assist the students in the areas of
admission requirements, prerequisites, curriculum, course rotation, technology skills, hardware required, and tuition costs. This is done by telephone, email, or in person.

- **Assessment Office** – eCampus as well as the academic departments work closely with the Assessment Office to make informed decisions about changes to programs and curriculum. Each department and program that offers an online program has an assessment plan.

- **24/7 Help Desk** – Information Technology Services provides 24/7 Help Desk support to all faculty and staff. The Help Desk staff provides prompt and convenient responses to technical issues through phone, email, online request form, and walk-in support. It is the responsibility of the Help Desk staff to gather necessary information for troubleshooting. The UNK Help Desk is available Monday through Friday, from 8:00 a.m. to 5:00 p.m. During the off-hours, UNK contracts with a service to provide 24/7 help, providing support to faculty and staff on LoperMail, MyBlue, Microsoft Office, browsers, and Internet questions. Faculty and staff may contact them through phone, email, or live chat.

- **24/7 Canvas Support** – Students and faculty have access to Canvas support 24/7, which can be accessed in the Help Menu in the Canvas LMS. There are both phone and chat options available. Canvas also provides extensive user support resources including guides and tutorials on their website.

- **eTutoring** – The UNK Writing Center has an online tutoring service available to students who need help with their writing. Online students may submit their writing for tutors to review or schedule a web conferencing session via Zoom. Tutors do not proofread; instead, they point out strengths and areas in need of improvement, ask students questions to help them think more critically about their writing and audience, and provide resources to improve as writers.

- **Software and Hardware** – The same free or discounted software available to on-campus students is also available to online students. Many free programs are available for download via the Internet. Students can find links to these programs at the eCampus website, the Online Course Template, or on the ITS website. Office 365 and Windows are available to download at no charge via Microsoft Imagine and OnTheHub. Other software may become available in the future. For assistance or questions, contact the Help Desk by email at unkhelpdesk@unk.edu or by phone at 308.865.8363.

- **Bookstore** – The Antelope Bookstore serves online students by providing a user-friendly website where students may buy, sell, rent, or reserve their textbooks. The bookstore provides many other items to support a student’s academic career. For more information, please visit unk.bncollege.com.
Funding Opportunities

Funding for faculty to develop online programs and courses is available through eCampus. The two sources of funding are:

1) **Distance Education Stipend** – This is for the initial development of an online course. Faculty may receive up to $700 per credit hour for online or blended courses. Faculty members who are teaching a UNK online or blended course for the first time will receive an additional $1,000; faculty teaching a General Studies course will receive an additional $500. The stipend application is available at ecampus.unk.edu. Click on “Faculty Resources” and then “Distance Ed Stipend.” The stipend application is announced three times a year via UNK Annouce Email.

According to the Collective Bargaining Agreement, faculty must comply with the following prior to receiving the stipend:

- eCampus Faculty Online Training will be required for faculty who are applying for their first Distance Education Stipend.
- Online courses for which faculty have received remuneration will be reviewed using the “Online Course Development Checklist.”

2) **Grant Funding** – Grants are available to departments and service units for the development of new online programs or for the enhancement of existing online programs and/or support services through NU Online.
Course Evaluations

All evaluations at UNK are administered via Evaluation Kit (EK) Admin. These fully online evaluations are sent automatically to the students in all UNK classes. Each college has an evaluation administrator assigned to create these evaluations.

College of Arts and Sciences (Fine Arts and Humanities):
Marcia Burman, 308.865.8521 or burmanm@unk.edu

College of Arts and Sciences (Natural and Social Sciences):
Barb Wayman, 308.865.8518 or waymanbl@unk.edu

College of Business and Technology:
Stacey Darveau, 308.865.8342 or darveausl@unk.edu

College of Education:
Ashley Zikmund, 308.865.8508 or zikmundav@unk.edu

NU Online

NU Online began as a distance education initiative in 2007 as a way to better serve the people of Nebraska. The goals of NU Online are to create awareness of NU’s distance education programs, enhance revenue to the University, and expand collaborative programs among the four campuses. Mary Niemiec is the Associate Vice President for Digital Education and Director of NU Online and offices at Varner Hall in Lincoln.

The NU Online website was launched in January 2010 and lists all of the distance education programs from all four campuses. The website may be accessed online at nebraska.edu. A call center was also established to receive inquiries from prospective students and to forward those on to the appropriate campus. In addition to the website and call center, NU Online marketing efforts include advertising on billboards, radio, websites, newspapers, various publications, as well as attending trade shows.

The Office of NU Online offers program grants to academic units to help support the development of new online programs and the expansion of existing online programs. They also offer planning grants where faculty may collaborate with at least one other University of Nebraska campus to begin exploring the merits of the proposed program idea.
UNK Resources

Academic & Career Services ................................................................. 865- 8501
www.unk.edu/offices/acs/index.php
Admissions (Undergraduate) ....................................................... 865-8526 or 1-800-532-7639
www.unk.edu/admissions/undergraduate/index.php
Admissions (Graduate) ................................................................. 865-8500 or 1-800-717-7881
www.unk.edu/academics/gradstudies/admissions/index.php
Antelope Bookstore ................................................................. 865-8555
unk.bncollege.com
Center for Academic Success ....................................................... 865-8214
www.unk.edu/offices/academic_success/
eCampus ................................................................. 865-8211 or 865-8927 or 1-800-865-6388
ecampus.unk.edu
Educator Certification ................................................................. 865-8264
www.unk.edu/academics/certification/
Finance Office ................................................................. 865-8524
www.unk.edu/offices/finance/
Financial Aid ................................................................. 865-8520
www.unk.edu/offices/financial_aid/
Graduate Studies Office ............................................................ 865-8500
www.unk.edu/academics/gradstudies/
Honors Program ................................................................. 865-8702
www.unk.edu/academics/honors/
24/7 Help Desk ................................................................. 865-8363
www.unkcms.unk.edu/offices/its/help_desk/index.php
Calvin T. Ryan Library ................................................................. 865-8721
library.unk.edu
Registrar ................................................................. 865-8527
www.unk.edu/offices/registrar/
Veterans ................................................................. 865-8520
http://www.unk.edu/offices/financial_aid/veterans_services/index.php
Writing Center ................................................................. 865-8905
www.unk.edu/offices/learning_commons/writing-center/index.php