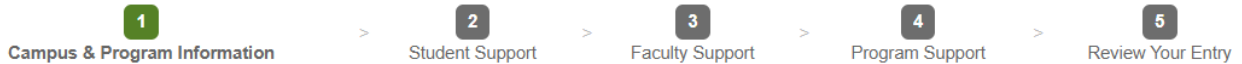## SUNY Online+ Program Nomination - Final

The SUNY Online+ designation recognizes degrees and certificates that exemplify the best of what SUNY has to offer in online-enabled education. SUNY Online+ Programs open doors for your students, faculty, program, and institution.

Having your online program designated as a SUNY Online+ Program gives campuses the opportunity to:

• Reach more prospective students and grow program recognition through visibility on the SUNY Online website and search priority in the SUNY Online Explore website
• Shape future SUNY Online services and supports by providing input and feedback to the SUNY Online team.
• Gain privileged access to opportunities and resources as we pilot and launch new services and supports for SUNY Online.

SUNY Online+ Programs represent SUNY Campus's and SUNY System's shared commitment to the highest standards of quality and excellence in all facets of online educational programming, student opportunity, and success. The Signature Elements affirm that SUNY Online+ academic programs represent a comprehensive commitment to student success, faculty support and program integrity.

https://online.suny.edu/suny-online-plus/

1	>	**2**	>	**3**	>	**4**	>	**5**
Campus & Program Information		Student Support		Faculty Support		Program Support		Review Your Entry

Instructions for Submission

Before you begin the form, review the SUNY Online+ Signature Elements and Sub-Elements: https://online.suny.edu/suny-online-plus/

For each signature element and corresponding sub-elements, you will need confirm how your program meets the standards by providing a summary, selecting the area(s) of responsibility and uploading documentation that supports these items. Collecting all of this information before you start the form will expedite the submission process. You can save your work in the form and return to it at any time.

Review Process

Once submitted, the nomination form and all supporting materials are reviewed by at least two SUNY Online+ campus representatives. Nominations are either approved, approved with revisions or denied. If revisions are requested, this will be communicated to the nominator via email. From submission to decision, the nomination and review process can take 1 - 3 months depending on the time of year.

Campus Information

Campus Name *

[dropdown]

Nominator Name *

[   ] [   ]
First   Last

Nominator Title *

[   ]

Nominator Email *

[   ]

This copy should only be used for collaboration to help programs complete the form.

The final form should be submitted online:
https://workflow.suny.edu/view.php?id=166895

Senior Administrator Sponsor Name *

First	Last

Senior Administrator Sponsor Title *

Senior Administrator Sponsor Email *

Program Information

Program Name *

SED Code *

Percentage of Program Delivered Online *

[▼]

Award Level *

[▼]

Award Name *

Date Program was First Offered Online *

[MM] / [DD] / [YYYY]

School/College/Department that the program resides *

Program Contact Name *

First	Last

Program Contact Title *

Program Contact Email *

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Student Support

Online student support begins at the point of inquiry and continues seamlessly through admission, enrollment, persistence, program completion, and alumni status.

Signature Element #1 - Personalized Student Support

Students in SUNY Online+ Programs have access to personalized student support to foster student success and accommodate the distinct needs of online learners as well as the unique needs of a diverse population that optimizes retention, persistence, and completion.

Instructions

For each of the sub-elements below, indicate the unit(s) that is responsible for providing access to students and then write a summary that describes what students in the program have access to that aligns with each of the 7 sub-elements.

At the end of this section, upload documentation that supports the summary. You can upload one file for this entire section or one file per sub-element for a maximum of 7 files.

**Options available from SUNY system for campuses to utilize and/or procure services through university-wide contracts or other procurement vehicles

Select the unit(s) that are responsible for the following sub-elements. *

	Campus-Wide Office	School/College	Academic Department	Other
Online student readiness website, course, and/or survey that includes readiness assessments & success strategies.**	☐	☐	☐	☐
Single point of contact (individual or individuals) who provide personalized proactive and responsive program-specific and -related guidance before and throughout the duration of the program.	☐	☐	☐	☐
Online student support staff trained on the SUNY Online student support model or an equivalent model.**	☐	☐	☐	☐
Student services, success, and technology support that meets the needs of students prior to and throughout the academic year.	☐	☐	☐	☐
Tutoring and academic support that aligns with course subject matter and outcomes.	☐	☐	☐	☐
Academic advising that assists students with academic pathways and completion plans.	☐	☐	☐	☐

Describe what the responsible unit(s) provides/coordinates that aligns with these sub-elements. *

Maximum of **7000** words allowed.   *Currently Entered:* **0** *words.*

Supporting Documentation for the Sub-Elements Above. A maximum of 7 files may be uploaded. *

Select Files

This copy should only be used for collaboration to help programs complete the form.

The final form should be submitted online:
https://workflow.suny.edu/view.php?id=166895

Signature Element #2 - Engaging Experiences
Students in SUNY Online+ Programs have access to engaging discipline and career-related learning experiences.

Instructions
For each of the sub-elements below, indicate the unit(s) that is responsible for providing access to students and then write a summary that describes what students in the program have access to that aligns with each of the 4 sub-elements.

At the end of this section, upload documentation that supports the summary. You can upload one file for this entire section or one file per sub-element for a maximum of 4 files.

**Options available from SUNY system for campuses to utilize and/or procure services through university-wide contracts or other procurement vehicles

Select the unit(s) that are responsible for the following sub-elements. *

	Campus-Wide Office	School/College	Academic Department	Other
Experiential learning opportunities (e.g., research, service learning, practicum, internship, clinical, co-op, study abroad, client-based projects, capstone, etc.).	☐	☐	☐	☐
Systematic process to keep courses refreshed in line with discipline and career-related trends.	☐	☐	☐	☐
Programs with clear connections to New York State employers.	☐	☐	☐	☐
Career development support that assists students with post program completion objectives (e.g., job search, graduate school search, resume and cover letter review, interviewing skills, etc.).	☐	☐	☐	☐

Describe what the responsible unit(s) provides/coordinates that aligns with these sub-elements. *

Maximum of **4000** words allowed.   *Currently Entered:* **0** *words.*

Supporting Documentation for the Sub-Elements Above. A maximum of 4 files may be uploaded. *

Select Files

Faculty Support

Online faculty support begins at course design and continues through delivery, evaluation, and the refresh process.

Signature Element #3 - Faculty Support
Faculty in SUNY Online+ Programs have access to comprehensive support to ensure quality course design, development, delivery, and evaluation.

Instructions
For each of the sub-elements below, indicate the unit(s) that is responsible for providing access to faculty and then write a summary that describes what faculty in the program have access to that aligns with each of the 4 sub-elements.

At the end of this section, upload documentation that supports the summary. You can upload one file for this entire section or one file per sub-element for a maximum of 4 files.

**Options available from SUNY system for campuses to utilize and/or procure services through university-wide contracts or other procurement vehicles

Select the unit(s) that are responsible for the following sub-elements. *

	Campus-Wide Office	School/College	Academic Department	Other
Course development/refresh process based on instructional design standards (e.g., OSCQR, Quality Matters (QM)).	☐	☐	☐	☐
Support for compliance with SUNY's Electronic Information Technology (EIT) accessibility policy and Universal Design for Learning (UDL) standards.	☐	☐	☐	☐
Technology and design support to meet the needs of faculty prior to and throughout the academic year (e.g., support during peak times of the academic year and each term).	☐	☐	☐	☐
Access to and training on early alert system and/or process to refer students to campus support services.	☐	☐	☐	☐

Describe what the responsible unit(s) provides/coordinates that aligns with these sub-elements. *

This description can be one of the documents uploaded below. Just write "see attachment" in text box.

Maximum of **4000** words allowed.   *Currently Entered:* **0** *words.*

Supporting Documentation for the Sub-Elements Above. A maximum of 4 files may be uploaded.

[Select Files]

Program Support

Online program support is a coordinated and a shared commitment among the faculty, staff, department, school, campus, and SUNY system.

Signature Element #4 - Technology
SUNY Online+ Programs integrate a robust technology environment for online learning and effective/innovative uses of technology in all aspects of online program.

Instructions
For each of the sub-elements below, indicate the unit(s) that is responsible for integrating the sub-element into the program and then write a summary that describes how each of the sub-elements are integrated into the program.

At the end of this section, upload documentation that supports the summary. You can upload one file for this entire section or one file per sub-element for a maximum of 2 files.

**Options available from SUNY system for campuses to utilize and/or procure services through university-wide contracts or other procurement vehicles

Select the unit(s) that are responsible for the following sub-elements. *

	Campus-Wide Office	School/College	Academic Department	Other
Institution's comprehensive technology plan (e.g., infrastructure, staff, hardware, software, network, server, learning management system, applications, support strategy, etc.)	☐	☐	☐	☐
Information technology solutions to support high quality course delivery and student success (e.g., collaboration tools, content repository, early alert).**	☐	☐	☐	☐

Describe how the program integrates these sub-elements. *

Maximum of **2000** words allowed.   *Currently Entered:* **0** *words.*

Supporting Documentation for the Sub-Elements Above. A maximum of 2 files may be uploaded. *

Select Files

Signature Element #5 - Quality Assurance

SUNY Online+ Programs integrate the institution's commitment to quality assurance for online learning.

Instructions

For each of the sub-elements below, indicate the unit(s) that is responsible for integrating the sub-element into the program and then write a summary that describes how each of the sub-elements are integrated into the program.

At the end of this section, upload documentation that supports the summary. You can upload one file for this entire section or one file per sub-element for a maximum of 3 files.

**Options available from SUNY system for campuses to utilize and/or procure services through university-wide contracts or other procurement vehicles

Select the unit(s) that are responsible for the following sub-elements. *

	Campus-Wide Office	School/College	Academic Department	Other
Strategic vision and mission that includes an explicit strategy for online learning.	☐	☐	☐	☐
Organizational structure/roles to support quality online learning (e.g., online learning coordinator/manager/director/department, instructional designer, steering committee, advisory board, etc.).	☐	☐	☐	☐
Ongoing institutional assessment to guide towards continual improvement (e.g., SUNY Online Institutional Readiness process, including periodic review and update of the institutions self-assessment and implementation plan).**	☐	☐	☐	☐

Describe how the program integrates these sub-elements. *

Maximum of **3000** words allowed.   *Currently Entered:* **0** *words.*

Supporting Documentation for the Sub-Elements Above. A maximum of 3 files may be uploaded. *

Select Files

Signature Element #6 - Assessment of Program Effectiveness

SUNY Online+ Programs integrate assessment of program effectiveness to promote continuous quality improvement.

Instructions

For each of the sub-elements below, indicate the unit(s) that is responsible for integrating the sub-element into the program and then write a summary that describes how each of the sub-elements are integrated into the program.

At the end of this section, upload documentation that supports the summary. You can upload one file for this entire section or one file per sub-element for a maximum of 5 files.

**Options available from SUNY system for campuses to utilize and/or procure services through university-wide contracts or other procurement vehicles

Select the unit(s) that are responsible for the following sub-elements. *

	Campus-Wide Office	School/College	Academic Department	Other
Industry-appropriate accreditation (if applicable). Only required if the program has additional accreditations required beyond Middle States (e.g. AACSB, IACBE, ABET, CCNE, AACN, ACCE, CFP, CAEP, AAQEP, etc.)	☐	☐	☐	☐
Alignment with or above course completion and student retention rates for comparable populations at the campus and SUNY level.	☐	☐	☐	☐
Course learning outcomes aligned with overall program objectives and institutional and/or school learning outcomes.	☐	☐	☐	☐
Assessment mechanisms to measure overall program effectiveness and make continuous improvement.	☐	☐	☐	☐
Collection and access to data to assess effectiveness of the SUNY Online+ program supports.	☐	☐	☐	☐

Describe how the program integrates these sub-elements. *

Maximum of **5000** words allowed.   *Currently Entered:* **0** *words.*

Supporting Documentation for the Sub-Elements Above. A maximum of 5 files may be uploaded.

Select Files

Signature Element #7 - Institutional Strategy
SUNY Online+ Programs integrate the institution's strategy for sustainability and growth of program.

Instructions

For each of the sub-elements below, indicate the unit(s) that is responsible for integrating the sub-element into the program and then write a summary that describes how each of the sub-elements are integrated into the program.

At the end of this section, upload documentation that supports the summary. You can upload one file for this entire section or one file per sub-element for a maximum of 5 files.

**Options available from SUNY system for campuses to utilize and/or procure services through university-wide contracts or other procurement vehicles

Select the unit(s) that are responsible for the following sub-elements. *

	Campus-Wide Office	School/College	Academic Department	Other
Enrollment projections and financial model align with institutional vision, mission, strategy for online learning.	☐	☐	☐	☐
Resource planning for online learning is part of institutional financial planning and budgeting process and is reviewed systematically/regularly.	☐	☐	☐	☐
Budget model and resource allocation that enables scaling of resources commensurate with enrollment growth and allows for investment in program renewal. (e.g., Scalability plan from the SUNY Online Enrollment Roundtable)	☐	☐	☐	☐
Continuity of education plan that ensures sustainability of courses, maintains quality instruction, and ensures timely student completion. (e.g., template courses, short and long-term course planning, etc.)	☐	☐	☐	☐
Program designed to achieve and sustain target enrollment levels, including potential scalability opportunities that align with the program goals.	☐	☐	☐	☐

Describe how the program integrates these sub-elements. *

This description can be one of the documents uploaded below. Just write "see attachment" in text box.

Maximum of **5000** words allowed.   *Currently Entered:* **0** *words.*

Supporting Documentation for the Sub-Elements Above. A maximum of 5 files may be uploaded.

Select Files

Signature

By signing this form you attest that all information and supporting documentation included in this form is true and accurate.

Nominator Name *

[ ]	[ ]
First	Last

Nominator Signature. Draw your signature into the box below. *

Draw or Type

I understand this is a legal representation of my signature.   Clear

Today's Date *

[   ] / [   ] / [   ] 📅
MM   DD   YYYY

This copy should only be used for collaboration to help programs complete the form.

The final form should be submitted online: https://workflow.suny.edu/view.php?id=166895