

## **Joint Universities Computer Centre Limited**

### **Special Interest Group on Online Teaching and Learning (SIGOTL)**

#### **A. Terms of Reference**

The Special Interest Group on Online Teaching and Learning (SIGOTL) provides a platform for online and hybrid teaching and learning professionals of the JUCC member institutions to share views, best practices, knowledge, challenges experienced, methods, strategies and learning technology implementations in the pursuance of service excellence for the betterment of online and hybrid teaching and learning experience at JUCC member institutions.

The membership of SIGOTL constitutes delegates from all JUCC Full Members and Affiliate Members.

#### **B. Roles, Mission and Scope**

##### **1. Roles**

SIGOTL provides a platform for online and hybrid teaching and learning professionals of the JUCC member institutions to share knowledge, views, best practices, challenges experienced, strategies and learning technology implementations in the pursuit of service excellence for the betterment of online and hybrid teaching and learning experience among all JUCC member institutions.

##### **2. Mission**

SIGOTL's mission is to continuously improve online and hybrid teaching and learning activities and experience, including but not limited to learning management systems, planning and consultation support, application, latest trends in learning technologies, effective eLearning deployments, project management for online and hybrid teaching and learning at JUCC member institutions by:

- a. Sharing knowledge, teaching and learning tools, ideas, perspectives, policies, relevant and key practices on the support, application and management of online and hybrid teaching and learning;
- b. Facilitating inter-institution collaboration on online and hybrid teaching and learning initiatives, programmes or projects;
- c. Developing general references, strategies and operational guidelines for online and hybrid teaching and learning;
- d. Promoting best practices and application of industrial standards among online and hybrid teaching and learning professionals;
- e. Submitting recommendations and findings to JUCC steering committee as relevant and applicable cutting-edge technologies emerge for the benefits of enhancing the quality of online and hybrid teaching and learning.

### **3. Scope**

SIGOTL aligns its activities and strategies on subjects related to online and hybrid teaching and learning in higher education settings. These initiatives include but are not limited to eLearning system implementation and management, consultation for planning and operational support, learning technology utilization and training, eLearning tools application, and also nurturing active collaborations and building strong partnerships with other IT stakeholders and management, faculties, schools, and departments at JUCC member institutions.

### **C. Membership**

The SIGOTL is composed of at least two representatives from each member institution of JUCC. The Convenor of SIGOTL is selected from the representatives and serves for a one-year term.

### **D. Frequency of Meetings**

Bi-monthly

### **E. Reporting to Steering Committee**

Yearly

### **F. Current and Potential Projects**

N/A

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