# Rubric to Assess Regular Substantive Interaction (RSI)

Use this Word document to self-review all types of regular, substantive interaction (RSI) in your course. Do not include any in-person course activities. Fill in boxes, then hand in your completed form in the RSI Hub, where your RSI reviewer will complete your RIS review and fill in their portion of this form.

|  |  |
| --- | --- |
| Professor Name |  |
| Date Submitted | Click or tap to enter a date. |
| Course Name |  |
| Course ID |  |
| CRN: |  |
| Course Units\*  *\*For Noncredit, Report Hours* |  |
| Course Modality: | Asynchronous  Synchronous  Hybrid: What percentage of course is online? Click to enter number. |

## Regular & Substantive Interaction - Method of Instructor-to-Student Contact

Indicate which types of substantive interaction you use regularly in your course by checking the Professor Self-Review box. To check boxes using only your keyboard, use the tab key to select the checkbox and the space bar to check or uncheck the box.

|  |  |  |  |
| --- | --- | --- | --- |
| # | Type of Instructor-to-Student Contact Choose the type of substantive interaction you use in your course. Identify all types you include for which you have evidence in the LMS. | Professor Self-Review | RSI Reviewer Verified (Professors do not fill this in) |
| **S1** | Direct instruction must be live: it includes synchronous class meetings and office hours, or other live online activities. |  |  |
| **S2** | Assessing or providing substantive individual feedback (includes embedded rubrics, comments, and videos) |  |  |
| **S3** | Providing information or responding to questions about course content (includes communication using LMS tools, external apps, email, phone, and/or in-person meetings) |  |  |
| **S4** | Discussion facilitation |  |  |
| **S5** | Other substantive interaction as approved by accrediting agencies |  |  |

## Regular & Substantive Interaction – Evidence of Substantive Interaction

For each box you checked above, fill in the table below. If you need more copies of the table, click into the table, then click the plus button in the bottom right corner of the table. To undo: use control+z (command + z on a Mac) or highlight and select delete (entire row) to remove.

|  |  |
| --- | --- |
| **Indicate S number** (S1-S5 above) | S3 (information & responses) |
| **Describe how your course uses this method** |  |
| **How frequently do you use this method?** | Choose an item. |
| **Where in your course can this be found? Be specific.** |  |
| **Indicate S number** (S1-S5 above) | Choose an item. |
| **Describe how your course uses this method** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **How frequently do you use this method?** | Choose an item. |
| **Where in your course can this be found? Be specific.** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

## Regular & Substantive Interaction – Regular Monitoring

*Review RSI Hub if you are not sure how to answer these questions.*

1. **Describe how (through what methods) you monitor your students’ academic engagement and success.**

Enter answer here.

1. **How frequently to do you monitor students’ academic engagement and success?** Choose frequency from pulldown menu here.
2. **How (through what methods) do you interact with a student when needed based on this monitoring or on student requests?**

Enter answer here.

## Evidence of Student-Student Facilitation

Facilitating student-to-student interaction is not a federal requirement, but it is a part of our local review process and may support RSI items when actively facilitated by the instructor. Courses should include student-student facilitation if the course of record distance learning amendment requires it. Choose all types for which you have evidence in the LMS (Canvas).

Duplicate any row below by clicking into the row and clicking the blue + at the right end of the row. Make a separate row for each separate item. Accidentally add a row you do not need? Control+z to “undo” or delete row.

|  |  |  |  |
| --- | --- | --- | --- |
| Type of student-student contact | Frequency | Evidence Where in your course is this facilitation or interaction found? *Be specific.* | Reviewer *Professors do not fill.* |
| Discussion forums with required replies | Choose frequency |  |  |
| Collaborations, peer reviews, wikis, or other group assignments | Choose frequency |  |  |
| Breakout rooms in synchronous online classes | Choose frequency |  |  |
| Student-student communication related to course | Choose frequency |  |  |

### Reviewer Summary: Does the professor demonstrate RSI in this course section?

Check the appropriate box *and provide comments*.

|  |  |
| --- | --- |
| Demonstrates RSI | Does not demonstrate RSI |

### Reviewer Comments:

Reviewer enter your comments here.

### Signatures

Please sign when you have completed the form and reviewed it with the reviewer.

**Signed (Instructor):** Click or tap and enter name to sign.

**Signed (Reviewer):** Click or tap and enter name to sign