

# Faculty Portal and LMS

## AA\_AO\_FC\_65

Responsible Officer  
Sandeep Gopalan  
Approving Body  
Board of Trustees  
Approval Date  
2019-09  
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Re-evaluation Date  
2021

### Policy Statement

All faculty members are required to utilize the Faculty Portal and Learning Management System features.

### Policy Procedures

The portal should be checked frequently for announcements and updates. Grades should be entered in the Course Management Gradebook and submitted to the Registrar following his/her specific instructions. Syllabi and other essential course documents should be posted for easy student access. Training sessions and support are provided by the Blackboard Liaison.