



FOOTHILL COLLEGE

COOL Meeting

(Committee On Online Learning)

September 29, 2023, Agenda

Date: 9/29/2023

Time: 11:00am-12:00pm

Location: Zoom

COOL Members by Division

APP: vacant; **HSH:** Patti Chan; Jenn Leicht, Pia Staana **BSS:** Kerri Ryer, Alexis Aguilar (Fall), Julie Jenkins (round-robin); **KA:** Katy Ripp; Warren Voyce **FA&C:** Carolyn Brown, Amy Shidler; **Language Arts:** Kimberly Escamilla (Winter, Spring); Stephanie King **STEM:** Bitu Mazloom, Sarah Williams, Mike Murphy, (as round robin) **Library:** Laura Gamez; **Counseling:** vacant.

Co-chairs: Allison Lenkeit Meezan, Lené Whitley-Putz.

FA Representative: Steve Batham

ASFC Representative: vacant.

Friends of COOL: Paula Schales, Helen Graves, Hilary Gomes, Carolyn Holcroft, Kurt Hueg, Stacy Gleixner, Kathryn Maurer, Voltaire Villanueva, Cheyanne Cortez, Amy Shidler, Sally Baldwin, Amy Sarver, Brian Evans, Rick Martinez, Ram Subramaniam.

Agenda

	Item	Discussion lead	Item type	Links	Time
1	Approval of minutes from 6/16/23	Allison	Action	6/16/23 COOL Minutes	11:00
2	First read of RSI Documentation revisions: COOL edits based on Senate feedback	Allison	Information & Discussion	Draft Model for Documenting RSI	11:05
3	Role of COOL Representatives	Allison	Discussion		11:15
4	23-24 COOL Goals	Allison & Lené	Information	COOL Goals 23-24	11:35
6	Online Learning updates	Lené	Information		11:40
7	Adjourn				11:50

Fall 2023 COOL meetings. Agenda and minutes can be accessed at the [COOL Canvas site](#).

Meeting dates: 9/29, 10/13, 10/27, 11/3, 11/17, 12/8

Fall 2023 Academic Senate meeting dates: 10/2, 10/9, 10/23, 11/6, 11/20, 12/4

Zoom link:

<https://fhda-edu.zoom.us/j/86730972971?pwd=KDPViQoBGpRRbC1YwhPk2j5F8h2bk7.1>

Meeting ID 867 3097 2971

Passcode 782894

Join COOL on CANVAS:

<https://foothillcollege.instructure.com/enroll/3PTMYP>



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COOL Meeting Minutes Friday Sept. 29, 2023

Welcome!

RSI

Office of instruction has tasked COOL with coming up with a documentation model, to be agreed upon by district and FA.

History - we shared a model in Spring, got feedback, then created the updated version.

Our proposal is a 2-phased model:

Faculty participate in an online course, then

Cohort reviews - faculty discuss effective practices.

Our current understanding is that this mandate is for asynch online classes only. Kurt believes it applies to the online portion of hybrid classes as well. A goal for COOL will be setting out definitions of different modalities and how RSI is threaded through each of those.



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RSI document status

Poll ended | 1 question | 12 of 17 (70%) participated

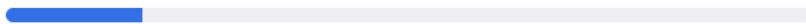
1. Are you comfortable moving the current RSI Documentation model ahead for a second read & vote to endorse it at our next meeting? (Single Choice) *

12/12 (100%) answered

Yes I am okay with this (10/12) 83%



I think we need to edit/update/discuss further (2/12) 17%



Division Reps can please share this document with divisions, to show that this is what COOL is recommending to send to Senate.

Question: Does the language “offered in whole or in part through telecommunications” mean that courses using any distance education variation are now considered distance education and creates the need for approval of that program? Examples include, but are not limited to, blended learning, hybrid learning, hyflex learning, flipped classroom, adaptive learning, and anything that allows that student / instructor separation.

Answer: The Department leaves this determination up to the institution’s accrediting agency. We



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think it's important for accrediting agencies to have discretion in this area, especially since a reasonable treatment of a course as "distance education" in one type of program that accrediting agencies oversee (e.g., cosmetology) might differ substantially from reasonable treatment in another (e.g., information technology).

<https://wcet.wiche.edu/wp-content/uploads/sites/11/2022/11/RSI-Response-letter-signed.pdf>

Job Descriptions

Jamboard exercise to capture suggestions for job descriptions which Allison will compile to create a draft document for COOL job descriptions.

COOL Faculty Co-Chair

Liaison between COOL and Academic Senate

Set meeting agendas in consultation with AS Pres. and OL Dean

Organizes sub committees created by COOL

[Jam boards are going away - some suggest Figjams from Figma]

How to share the meeting summary with department/division members? Use Microsoft Listserv groups for every body in the department, to send to departments.

Division Reps don't cover every department, so it would have to go through the dean in order to reach everyone?

Our goals for 23/24

Target Implementation Timeline

DE Plan is still waiting on president's cabinet approval.



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Fall subcommittees include - we will start creating subcommittees

Kathryn mentions the importance of acknowledging the stakeholders in each of the goals, and understanding those, and including that as its own goal. [DEAC also included students and classified professionals as well.]

Online Learning Updates

New online coordinators – Kate and Doreen

New fall workshops site: <https://foothillcollege.instructure.com/courses/25301>

POCR Fall cohort sign up:

https://docs.google.com/document/d/1Pk6bQK52167PpDhHIXlumUAr-DcaVK1zb3tK_nyvXOg/edit

Suggestions going forward -

Can we flag our POCR-aligned courses on the course schedule, so students picking courses can see which ones have been aligned?

Can we have a program for POCR-graduates to continue their course design efforts beyond POCR to include their additional courses?