



FOOTHILL COLLEGE

T² Meeting

(Teaching with Technology)

March 22, 2024, Agenda					
Date: 3/22/2024		Time: 11:00am-12:00pm		Location: Zoom	
T ² Members by Division					
<p>APP: vacant; HSH: Patti Chan; Jenn Leicht, Pia Staana, Lydia Daniel BSS: Julie Jenkins, Brian Evans; KA: Katy Ripp; Warren Voyce FA&C: Amy Shidler; Oldooz (Oli) Mohammadi Language Arts: Kimberly Escamilla; Stephanie King STEM: Bita Mazloom, Sarah Williams, Mike Murphy, (as round robin) Library: Laura Gamez; Counseling: Hilary Bacon Co-chairs: Allison Lenkeit Meezan, Lené Whitley-Putz. FA Representative: Steve Batham ASFC Representative: Haley M. Rani Z.. 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, Rick Martinez.</p>					
COOL Representatives Roles and Meeting Norms					
			Agenda		
	<i>Item</i>	<i>Discussion lead</i>	<i>Item type</i>	<i>Links</i>	<i>Time</i>
1	Approval of minutes from 3/8/2024	Allison	Action	Draft minutes from 3/8/2024	11:00
2	Tech Committee updates	Allison	Information, Discussion		11:05
3	Academic Senate updates on RSI & AP4105	Allison	Information, Discussion		11:15
4	Online Learning Updates	Lené	Information, Discussion		11:40
5	Adjourn				11:50

Present:

Amy
 Steve
 Hilary
 Helen G
 Allison
 Sally
 Pia
 Brian Evans
 Lene
 Dolores



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Laura
Paula
Kate
Lydia Daniel
Julie Jenkins
Oli
Mike
Bita
Kimberly
Warren Voyce
Kurt

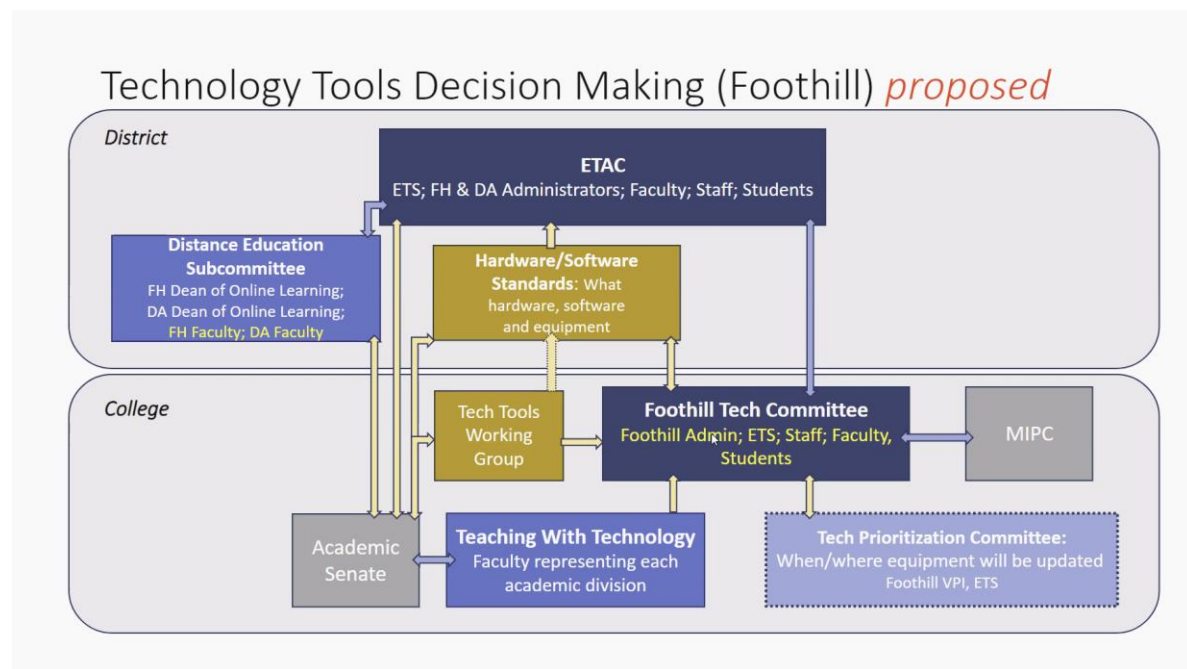
Item 1

3/8/24 minutes approved

Item 2

Tech Committee updates.

A proposed new committee structure





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Yellow boxes in the chart are new or re-started committees. We need faculty representation on those committees.

COOL will not be in decision making role for new tools, rather would give a recommendation.

We would have 2 members appointed to Tech Committee
Will this be 2 faculty members, or 2 Teaching w Technology members?

Discussion.

Leadership for this committee will involve substantial time and effort. Question for Bret VP Finance - what resources might be available for faculty tri-chairs and classified staff?

60% of our classes are online, yet 60% of our budget doesn't go to these classes or faculty.

Item 3

AP4105 document was created in parallel with the RSI documentation. It's a document district has on file with the state, says how we will comply.

Lene - To clarify, AP 4105 is a districtwide policy that all CCCs are required to have. We were out of compliance, but FH worked with district management to create the AP, which was then approved by DA and finally the board.

AP 4105 requires 4 items:



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Four Documentation Items Required by AP 4105

1. Course complies with accessibility requirements set out in state and federal regulations
2. Sufficient training for the faculty member
3. How RSI *will* take place
4. Ensuring that RSI *is taking place*

We need to advise FA as to what documentation needs to be on file in order to be able to teach online.

Canvas Cert. training is not in our contract. AP4105 - needs to be written into our contract - along with REP and course assignments.



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Overview of Foothill's RSI Documentation Proposal

[Foothill Proposal](#)

Part 1: Required of everyone, every 3 years

- A. 4 hour training on RSI and accessibility
- B. Synchronous (eg. Opening day) or asynchronous

Part 2: Documentation & Peer discussion or test out

- A. Completed rubric, accessibility report and self-evaluation, AND 6 hours peer review meetings; OR
- B. Completed rubric, accessibility report and self-evaluation, AND "test out" via J1B with MT on items 6 (RSI) & 13 (accessibility), OR
- C. Completed rubric, accessibility report and self-evaluation, AND POCR or Humanizing STEM completed

Overview of DeAnza's Online Training Proposal

An introduction to online learning theory, approaches to online course design and strategies for supporting student success. This is an asynchronous online training that is approximately 40 hours.

- 10 hours of interaction (RSI) training
- 10 hours of accessibility training
- 10 hours of online course design training
- 10 hours of assessment training
- 4 hours of ongoing training and development in online education every 2 years
- Alternative certification option through completing POCR or outside certification (@ONE)



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DA wants a district OL Teaching w Canvas Course, based on seeing ours.

RSI will be different in different disciplines

Get feedback from constituents for proposed training and documentation:

Provide Sufficient Training

The district shall provide training and ensure that faculty teaching distance education courses shall be adequately prepared

For each faculty member

- Training will be required of all faculty teaching online or hybrid
- Training must be completed prior to or within the first two quarters of the first course assignment
- Faculty who previously received training in the operation of the course management system (CMS) or emergency certification must complete training that addresses
 - Accessibility
 - Interaction
 - Course design and assessment alignment with course learning outcomes
- Test out option: agreed by each college?
- Faculty who previously received training in the operation of the course management system (CMS) or emergency certification must complete training that addresses
 - Accessibility
 - Interaction
 - Course design and assessment alignment with course learning outcomes

Kate - we are responding to legal requirements here, which is for Online classes

Allison - totally new teaching - OTwC; previously teaching faculty, would do a back fill training on the Accessibility, Interaction, SLO alignment



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This is title 5 and for federal financial aid

Lene - 2014-15 study by state chancellors' office. People who had been through training within 1 - 2 years and had a team behind them, had the most successful courses. Technology advances rapidly. Engaging with OL. OL wants faculty to come to OL for Accessibility.

Oli - warns against putting faculty as 100% responsible for Accessibility

Hilary - would like to see faculty to have a test-out option for certain portions

Allison - one option is to ask faculty to map their outcomes of previous training - much like a course equivalency.

Sally - is against test out option. Community - working with peers in cohorts - is valuable, for everyone involved.

Dolores - agrees with Sally; Would argue for creating experience-level cohorts, when setting up these cohorts.

Item 4

OL Updates

Auto provisioning of Canvas courses did happen in Spring, ETS has worked hard on this and is still fine-tuning. Go to OL to learn how to combine courses.