

## Educational Technology Committee

October 25, 2018

### Notes (draft)

Jamey Nye (Co-Chair)	DO	PR	Alice Dieli (Co-Chair)	ARC	PR
TBD	CRC		Zack Dowell	FLC	PR
Marsha Reske	ARC	PR	Kandace Knudson	SCC	PR
Grace Austin	SCC		Gregory Beyrer	CRC	PR
Jena Trench	CRC	EX	Jennifer Kraemer	FLC	PR
Caleb Fowler	FLC		Sheley Little	SCC	
Patricia Harris Jenkinson	SCC	PR	Kirk Sosa	SCC	
Adam Karp	ARC	PR	Stephen McGloughlin	CRC	PR
Matt Wright	FLC	EX	Jeff Lewis	FLC	PR
Jeff Bucher	ARC		Tom Danford, Interim CIO	DO	PR
Brian Pogue	SCC	PR	Daniel Gilbert-Valencia	ARC	
Pamela Bimbi	ARC		Mike Day	DO	PR
Guest: Gabe Ross	DO	PR	Guest: Emmie Oesterman	CRC	PR
Guest: Andy Divanyan	SCC	PR	Guest: Tim Hixon	CRC	PR
Guest:					

### Welcome

The meeting was called to order at 3:03p by Alice Dieli and Jamey Nye, and introductions were made.

### Approval of Notes from September 2018 and the Agenda

The committee approved the draft notes of the September meeting and the agenda for today's meeting by consensus.

### Campus & DO IT Updates

- ARC –The campus has been notified that Office 365 will be deployed and they are in the process of upgrading computers to handle it.
- CRC – their Academic Senate approved the proposed DE definitions. Two hundred and ten Chromebooks will be deployed in the English department. The antivirus coverage provided by Sophos will end on 11/8 and will be replaced with Symantec along with the rest of the district. They will have everyone migrated to Office 365 by 11/19.
- FLC –They are almost done with Sophos migration to Symantec. Office 365 migration will occur 11/13.
- SCC – they are migrating everyone to Office 365 as well; are finishing their campus wide wireless survey on technology; and are also migrating to Symantec.

It was asked if employees have access to Microsoft Office 2019 with their upgrade to Office 365. It was noted that 50G of space is automatic and Office 2019 has not yet been implemented, but will be in the future. "One Drive" will also be explored/piloted and might have space limitations.

- DO IT – the District has a membership at EDUCAUSE.edu that includes the ELI Educational Learning Initiative materials. Los Rios employees need to use their Los Rios email to gain access. EDUCAUSE allows for networking and conducts an annual core data service – a

survey on how campuses use their technology that the district will participate in for the first time. It was noted that upgrades to data centers at DO and FLC are in progress along with fiber upgrades at various sites.

### **College LMS/DE Update**

- ARC – CanInnovate is tomorrow and ARC is one of five hubs in the state for the online conference. They will participate in the State Chancellor’s Office satisfaction survey and they have three courses rubric-approved with another five ready to be reviewed/approved. They have added 36 courses to their own DE inventory. An informal survey of community colleges with 52 responses indicates most colleges require some training before an instructor teaches online; Los Rios is one of only nine of the colleges responding that does not require some training before teaching online. It was noted that participation in the online teaching institute is voluntary. Regarding ARC 2.0 some considerations are: FTE, developing online pathways, and equitable student support. It was noted that we are looking at cobbling together additional online pathways from existing courses to determine if there are pathways that are close to being complete and putting the curriculum in place to complete the pathway. The DE Coordinators have also been working on this task and it was suggested that they combine their efforts. ARC 2.0 will be expanded to the entire district which will provide information on consolidated district-wide courses, but will give information on site specific student support services.

The agenda was adjusted to allow the Associate Vice Chancellor of Communications and Media Relations to provide an update from last month’s meeting regarding changing the DE definitions on our website. For the information presented, see heading: **Faculty DE Workgroup Update**

Continuation of Agenda:

- CRC – they will use Tutor.com for the online tutoring vendor instead of Net-tutor, which is provided through our membership in the OEI. They are in the process of getting that LTI approved for integration into Canvas and are researching how the OEI will approve other non-OEI vendors. CRC pays for the service out of their student services funds and are currently covering about 300 students a month for a 35-minute session each. This might need to be expanded with the participation in the OEI and the need to provide OEI students with the same level of service as on ground students. Getting the LTI into Canvas will allow for more data collection, but would require that the students use it while in Canvas which they currently don’t have to do. SCC requested information from CRC on Tutor.com.
- FLC – none.
- SCC – It was noted that a mini CanInnovate viewing will be held tomorrow at SCC for those not able to make it to ARC. They have two courses successfully submitted to the OEI for review, another two that are ready, and more that are under local review. They had 872 successful completions of the QUEST tutorial by students this semester and the followup surveys indicated the majority of participants said the tutorials were helpful even to those who already have taken online courses.
- DOIT – (see attached report) for fall over 4000 courses are in Canvas with 1755 faculty and approximately 55,000 unduplicated students participating. It was requested that a comparison be made between this year and last year on future LMS reports from DOIT. ALLY is activated in 144 classes for the fall term and feedback from faculty has been good. They have received 164 requests for online faculty evaluations with a 64% response rate

from students from the evaluations from the 1<sup>st</sup> 8 weeks. They are supporting the OEI effort to build the integration into Peoplesoft and Canvas.

### **Faculty DE Workgroup Update**

It was noted that the new online definitions discussed at the last meeting are moving forward. For Peoplesoft coding, Code 50 will be used to indicate 50% or more online, which includes partially online; Code 72 will indicate 100% online; and Code 98 will indicate less than 50% online. Search features will group Code 50 and 98 to catch all partially online classes but exclude 100% online. Communication will be sent to the VPIs and ISAs that the new coding is effective on Monday, November 5 in time for registration for the spring semester. There will be minor impacts to Crystal reports. The new coding is more intuitive for new students; e-services has a portal inline manual for custom walkthroughs –there is also a FAQ tab. So, students will learn about the new features of e-services while they are in e-services instead of in a separate email. The old website will be minimally updated until the new website is launched in January and a search and replace will be done to replace the word “Hybrid” with the new definitions along with references to D2L and other outdated technology. It was noted that the efforts to code courses properly has resulted in a clearer schedule for students because coding errors are being corrected.

### **CVC-OEI Update**

It was noted that the CVC and the OEI have combined websites and are now accessible at CVC.edu. Our courses should be listed for fall soon because DOIT just sent the CSV file to Finish Faster!. How will the courses from which students can select rise to the top? It was felt that the courses from the 56 member colleges will be listed first due to their alignment with OEI’s rubric, and then other college’s courses based upon the levels of online support available and/or based perhaps on start date or the student’s traditional “home” campus. If different, non-traditional start dates could be employed would those courses rise to the top due to their impending start date(s) and a better fit to students’ busy schedules? Colleges may look at enrollment projections and take this tactic to be more attractive to students’ schedules. It was noted there will be a search feature by start date and additional search features may be added later (possibly by program). Currently, students can search by IGETC, ADTs, etc. to search through the 9000 courses available. Statistics and communications courses are in high demand and it was noted that the funding formula doesn’t reward us if a student doesn’t complete math and English at their home campus. Clarification that the funding formula is by district, not by college, so a student can take it anywhere in our district and we get credit. One way to minimize this is employing an Opt-out schedule where students are assigned to English and math automatically and have to opt out of them. It was noted that students from the member 56 colleges will have an easier time registering for colleges than those from other colleges. It was noted that there are differing unit values for the same course and there could be implications.

One myth of the new California Community Online College is that they will only offer what’s not offered by the other 114 existing colleges was dispelled because one of the first programs they offered was an HIT program that’s also offered at CRC and duplications are likely to increase.

It was noted that with our OEI membership, we gain access to Cranium Cafe and the training available on it. It is online student support (counseling and financial aid) with privacy built-in. It is felt that it is superior to our current SARS system for students in terms of equity but would require a buy-in from student services personnel in order to implement it in our district.

A quick search result showed English 1A at Shasta and what it counts for at other institutions, but the prereqs shown are all Shasta prereqs to get into the course with their placement levels. How do you clear a pre-req on the OEI especially with different colleges having potentially different GPA cuts to get into transfer level courses? It was noted that the home college clears the prereqs per the contract and we will need to have a good business practice in place for students coming from outside our district showing how they meet the qualifications for our course. Should the pre-req checking built into the model do this? If a Sierra College student is taking a course in Los Rios, the prereq should have been checked by the home college because that course aligns with a course at the home college. It was noted that CID aligns the courses and we might have higher standards for our courses but because the courses are CID-aligned they are considered equal and students will be let into the course with their home college's GPA requirement which may be lower than ours. If students from outside the district fill all of our online courses, what will our own Los Rios students do? If there are no GPA requirements to get into transfer level at another college and our colleges have more stringent GPA requirements, the students will seek out the easiest path. It was noted that the prereqs exist in the notes section in PeopleSoft so it's not automated. Should we lower our barrier to enter our own courses? We don't want other districts attracting our students due to their lower entry requirements.

It was noted that a new easier to use course design rubric is available. A local POER group is forming and a regional course review group is being considered because aligning a course with the rubric is very labor intensive. Compensation for faculty to align with the rubric would be a good incentive (similar to the compensation provided when faculty transitioned their courses from D2L to Canvas).

The OEI has an equity workgroup. Because we are part of the equity cohort, we are expected to be involved in integrating the principles of equity in our exchange work as well as into our distance education work. It was noted that there will be a rubric for equity informed courses and programs, they are advocating for adding equity criteria into the course design rubric, and there may be some resources made available for online students related to their health and online health challenges.

### **Library Services Platform**

It was noted that the librarians have been researching new library information systems since 2013, and the State Chancellor has finally adopted and is underwriting our librarian's preferred system, ExLibris. The librarians propose the district adopt ExLibris as well and the district agreed to fund this system. The go live launch will be spring of 2020 with a detailed implementation plan generated by the librarians. There will be some reassigned time for the librarians to implement this new system.

### **Ad Astra Update**

Several faculty, staff and administrators attended the recent Ad Astra conference in Kansas City and there was a lot of favorable feedback. Some testing of schedules will occur in the Spring. Ed Plans will eventually be fed into the system and then a real schedule can be generated. There will be individual college and a combined colleges instances (district-wide for FM use). A strong implementation team is in place. How does Ad Astra work with forecasting fitting in online classes? It will not look at Ed plans from other districts, but we can feed it any type of trend data that we have. A reminder that this will be a great benefit for the students, but may eliminate some historical class offering patterns.

### **Emergency Communication Procedures**

The need to develop communications for students during different periods of power outages was noted especially now that we are part of the OEI and our students could be logging in from anywhere. How do we communicate with our online faculty and students when the power is down but the network is running; when the power is on, but the network is down, when Canvas is down, but the network is running; and when there is a partial power outage. DOIT will work on this and how students and faculty will be notified and they will let the group know at a future meeting. The faculty co-chair for this committee will be a member of the workgroup.

### **Announcements/Information**

Can-Innovate is tomorrow, October 26<sup>th</sup>.

Adjourned at 4:50p.m.

Next Meeting – November 29<sup>th</sup>

**Learning Management Update  
Education Technology Committee Meeting  
October 25, 2018**

**1. Canvas Update**

- Canvas Counts for Fall '18 (**as of 10/24/18**)

**Duplicated** (Faculty/students counted multiple times if teaching/enrolled at more than one college)

	<b><u>Courses</u></b>	<b><u>Faculty</u></b>	<b><u>Students</u></b>
ARC	1,425	726	21,570
CRC	833	341	12,746
FLC	570	266	7,571
SCC	<u>1,197</u>	<u>422</u>	<u>17,561</u>
<b>Total</b>	<b>4,025**</b>	<b>1,755</b>	<b>59,448</b>

**Unduplicated** (Faculty/students only counted once)

**Total      4,025\*\*      1,725      54,909**

*\*\*Courses with multiple sections count as 1 course*

- New External Apps or LTI Requests for Canvas ([www.losrios.edu/lrc/lti\\_request.php](http://www.losrios.edu/lrc/lti_request.php))
  - Status of latest faculty requests:
    - Name Coach – **Added to Production**
    - Atomic Search – **Added to Production (CRC Only for Pilot)**
    - Smarter Measure – **Added to Production**
    - Class Climate – **Added to Production**
    - McGraw-Hill ALEKS Math – **Added to Production**
    - Note Bowl – **In Review**
    - ConexED (Campus Calibrate, Cranium Cafe, and Classrooms) – **Requested.**
  - Status of Requests for Other New/Added Canvas Functionality.
    - Hosted Canvas Data
      - Service from Instructure that provides admins with optimized access to real-time Canvas data for reporting and queries.
      - Contact signed, and implementation planned soon.
    - Ally
      - LMS Accessibility Checking Software, fully integrated with Canvas.
      - Purchased and approved for Districtwide use, as a Pilot (Opt-In), for Fall '18
      - Pilot will inform the work of the District's Accessibility Taskforce.
      - Request Form emailed to all faculty and link available in Canvas (Help Menu).

- On-going (support) and training from Blackboard will be provided to LMS Coordinators
- Plan to discuss options for Faculty support later this semester as well.
- Pilot requests to activate for Fall '18 (so far):

	<u>Courses</u>
ARC	72
CRC	8
FLC	11
SCC	<u>53</u>
<b>Total</b>	<b>144</b>

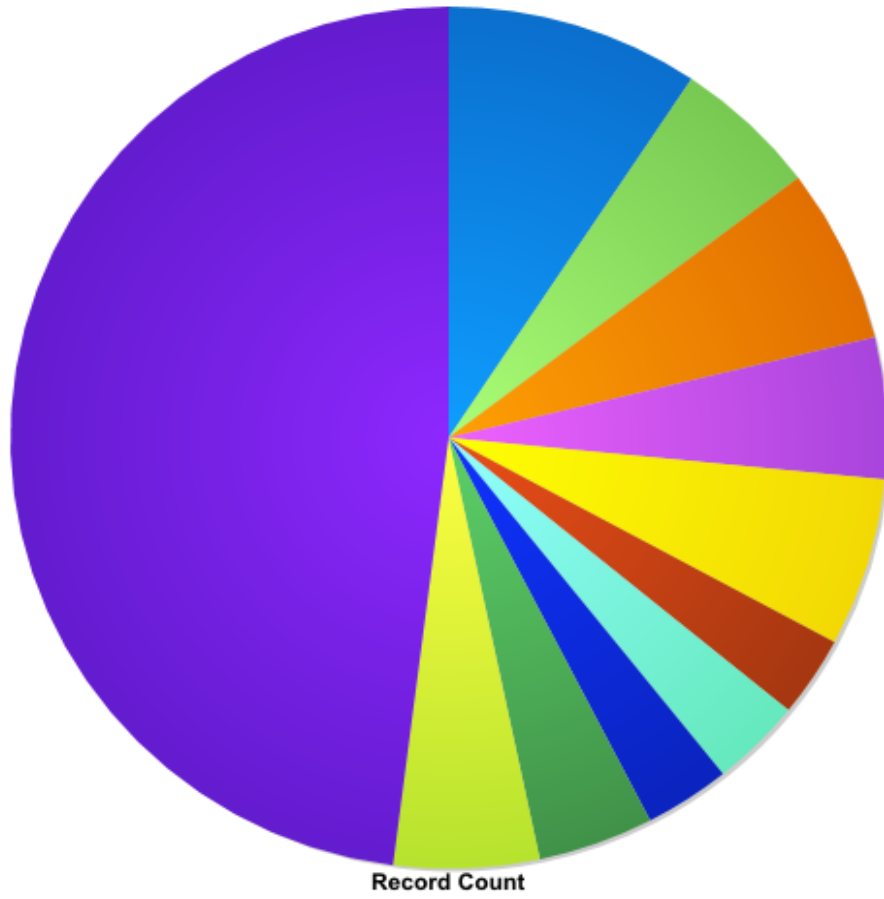
- Faculty and Staff Training and Support
  - Colleges continue to offer hands-on and online training through ITCs, DE/ LMS Coordinators, etc.
- Faculty/Course Evaluations in Canvas (EvaluationKIT)
  - Successful completion of Pilot last academic year, with full implementation for Fall '18
  - Communication and training were provided, and full DO-IT support is available.
  - HR Webpage has link to Request Form and Instructions.
  - Usage/requests for Fall '18 (so far):

	<u>Courses</u>	
1 <sup>st</sup> 8 week	8	(63% response rate)
2 <sup>nd</sup> 8 week	17	
Full Term	137	
Other Term	<u>2</u>	
<b>Total</b>	<b>164</b>	

- Canvas 24/7 Helpdesk Statistics for Fall '18 (**as of 10/24/18**)

Email	66
Online Submission	490
Phone Calls	<u>1,615</u>
<b>Total</b>	<b>2,171</b>

### Canvas Component Affected



#### Canvas Component Affected

- Assignments
- Courses
- Enrollment / Registration
- Login / Password
- Login / Password Information
- Modules
- No Information Available
- No Information Provided
- Password Reset
- Quizzes
- Other