ONLINE EDUCATION INITIATIVE - CONSORTIUM MEETING MINUTES
Friday, December 14, 2018, 9:30 to 11:30 am
Virtual

ATTENDEES
Rukiya Bates, Kim Beaton, Autumn Bell, Gregory Beyrer, Greg Bormann, Ashli Bumgardner, Cheryl Chapman, Cheryl Chavez, Melissa Colon, Mike Day, Alice Dieli, Jay Field, Maria Fernandez, Marvin Gabut, Anasheh Gharabighi, Nancy Golz, Ashley Griffith, Jory Hadsell, Eric Hanson, Andrea Hanstein, Sue Harlan, Marilyn Harvey, Del Helms, Carol Hobson, Jessica Hurtado, Carol Impara, Teresa Ishigaki, Scott James, Kate Jordahl, Jim Julius, Anne Kingsley, Kandace Knudson, Cherylee Kushida, Chloe McGinley, Joanna Miller, Brett Myhren, Bob Nash, Kenley Neufeld, Micah Orloff, Sharon Oxford, Michelle Pacansky-Brock, Bonnie Peters, Sarah Phinney, Brian Pogue, Charlene Reed, Marsha Reske, Justin Schultz, Rawan Shaban, Jodie Steeley, Treva Thomas, Pamela Tuzza, Scott Vigallon, Aaron Voelcker, Suzanne Wakim, Cynthia Wilshusen, and Eric Wilson

I.   APPROVAL OF AGENDA & MINUTES
A motion to approve the agenda was made by Carol and seconded by Cynthia. A motion to approve the minutes was made by Sarah and seconded by Carol. The agenda and minutes were approved by consensus with no revisions and no opposition.

II.   CVC – OEI UPDATE
Jory Hadsell shared a data snapshot of adoption numbers on the platform and web traffic trends through November 30th. He attributed the increase in activity to the marketing done around late start courses. There has also been progress with the Finish Faster online campaign, now at just over 9,000 online courses. CCCCO project monitor Erin Larson is assisting with tie-in to the statewide ADT campaign to increase awareness.

CVC-OEI By the Numbers
CCC Canvas users: 1,293,525
Active CCC courses in Canvas: 93,594
Courses aligned to OEI Rubric through the POCR: 170

Work on cross enrollment continues. There was a Go/No Go meeting with the CCCCO on November 27th. After a few pending issues were resolved, the decision was to move forward with cross enrollment going into production after colleges have completed local testing and certified that the product meets standards. End to end User Acceptance Testing (UAT) is currently occurring at Cabrillo, Los Rios CCD and Foothill-De Anza CCD. After the launch at the seven Proof of Concept (POC) colleges, they will begin looking at spring registration and also capture as much winter registration as possible. A debrief is planned at the end of January after the bulk of registration has been completed to review data and gaps. In February, additional colleges will be identified and moved to production, with the goal of going live for the Fall 2019 registration cycle.

A rebrand is included in the CVC-OEI work plan to bring CVC, OEI, and @ONE under one umbrella. As such, the group contracted with 25th Hour Communications, a national marketing firm. Several focus groups have been conducted with constituent groups and the goal is to launch a new

student-friendly brand in spring 2019. Options have been identified and mock-ups have been created, a final round of input is still to come.

Professional development continues to work on @One courses, many set to begin in mid-January. The Canvas course is free and the other pieces of online teaching principles and course design are low cost.

III.   MANAGEMENT TEAM UPDATES

Advisory Committee Update (Wendy Bass)
Wendy reported the committee met last week to discuss rebranding, charter review, and membership composition. There was a cross enrollment demo, discussion around updated course design rubric, and management team reports. Wendy added that rebranding focus groups were also done with students.

Featured ADTs Update (Bob Nash)
Bob shared a demo of the website and reported that cvc.edu currently features 57 online ADTs from 21 consortium colleges. Colleges should continue to identify ADTs that offer an online pathway through the major prep requirements. In the next few months, a call will go out for online CTE degrees and certificates. There was conversation around online ADTs which will continue in Basecamp.

Cross Enrollment Update (Bonnie Peters)
Bonnie shared a demo of the cross enrollment admin panel which allows campus/district users to see reports that will assist with enrollment management and other processes. Student services personnel will have the ability to perform technical tasks related to cross enrollment. Users will have differing levels of responsibility and permissions, a log history will reflect all changes. There are many filters to allow for drill down into downloadable reports. Students can save searches which will notify them of available seats, the searches can be viewed on the backend. A determination is being made as to levels of access and permissions for relevant roles at individual colleges, future versions will contain waitlist.

Finish Faster Online Update (Andrea Hanstein)
Andrea provided a recap of the digital advertising campaign focused on late start classes and underrepresented students in "higher education deserts" which is defined as student living more than 60 miles from a campus location The campaign resulted in 284 completed applications to consortium colleges and website activity peaked in October with over 30,000 views and 12,000 users. The most engaged group were males aged 18 to 24 and the most engaged geographic area was Calexico. There was discussion about badging and when zero textbook cost badges would be attached to courses.

Online Course Sections Update (Jory Hadsell)
Jory gave an update on online and aligned course section targets. The equity cohort signed an agreement which includes an initial target of aligning at least 20% of online inventory to the OEI Course Design Rubric. The target is focused on sections, not courses, and course sections outside of ADTs, IGETC, or CSU. Breadth may be excluded from the total. CVC-OEI Academic Affairs will reach out to colleges to help identify a mutually agreed upon target for colleges. The objective is to continue aligning quality measures and functionality across the system. Accessibility work is continuing through the local Peer Online Course Review (POCR) build out process. There was discussion on local resources to help the process, meeting goals and, MOU agreements.

Professional Development Update (Autumn Bell)

Autumn Bell gave an update on three POCR courses which will be offered in winter/spring 2019. Colleges with a group of faculty can set up a special college cohort. Consortium colleges are asked to identify a campus POCR lead to help prepare and support faculty during the review and local certification processes. Faculty information calls have been scheduled and online resources are available. Some of the goals are faculty preparation, good communication between the review team and colleges, and to bring Course Design Academy and local POCR together. There will be a January webinar to meet with POCR campus leads to share additional resources and gather input.

Ecosystem Portfolio Update (Kate Jordahl)

Kate a brief overview of the ecosystem and the progress on updating a Canvas site with a module for tools, webinars, and support materials. She shared the Basecamp contact list for implementation teams and advised that once cross enrollment is live, additional colleges will be invited. The goal is to make teams aware of next steps, to help them understand ross enrollment and the ecosystem, and the value of student success. There is continued effort to obtain accurate data for the course finder

Counseling/DSPS Update (Kate Jordahl and Bonnie Peters)

Kate has met with each POC college regarding the process. The January Online College Counseling Course for General Counselor Course is full. Another section was added and will begin in April with a third beginning in May. Bonnie compiled a document explaining the role of SPS and continues to meet with college DSPS coordinators individually. Kate advised that global systemic support comes from the home school and course specific support will come from the teaching school with obvious overlap and collaboration. Documents and materials are being gathered for training and information purposes.

Student Services Update (Jessica Hurtado)

Jessica provided an overview of the numbers and reported that 48 colleges are now involved. ConexED can be used for more than just counseling, it also provides a way to connect online with students. There are 14 non-consortium colleges using the tool and covering their own costs. An Online Mental Health Counseling Course for general counselors in January is full with a waitlist. Facilitators are now being trained to teach the course for sessions in and May. A session for licensed clinicians begins in late April and mental health courses will be offered in the summer. Since fall of 2016, 256 counselors have been trained across the system.

IV.   ADDITIONAL COMMENTS/QUESTIONS

In response to Basecamp discussions, Joanna gave an overview of the Distance Education and Education Technology Advisory Committee (DEETAC) which is comprised of constituencies across the state including; CIOs, CEOs, CSSOs, CIS, DECO, OEI, and librarians. Their current task is to rewrite and update guidelines affected by changes to Title V which have been approved by Board of Governors but not vetted through finance. They began with the definition of distance education which is still in draft form. Fully online is any class that takes place entirely online with the exception of homework, partially online is every other combination of an online class with onsite required. There was conversation around a third category for online with onsite proctoring, the committee continues to work on the definition.

At the conclusion of Joanna's overview there was a lengthy discussion regarding many aspects related to online education some of which included; services, needs, the evolution of methods of assessment, and financial aid.

The next face to face meeting January 25, 2019.