



The California Community Colleges Chancellor's Office presented the "Maintaining a Quality Distance Education Program" online conference on January 24, 2018, from 9:00 AM to 12:00 PM. With five tracks comprised of three concurrent sessions, information was presented on a variety of methods to improve distance education on campus.

The following session descriptions by track are listed. Links to the recordings for the sessions in each track are posted. PowerPoint presentation files are included for each session.

If you are seeking verification of attendance for a flexible calendar activity, [please complete the request form](#).

### FACULTY TRACK ([Listen to the Recording](#))

#### **The OEI Course Design Rubric: The Foundation for a Quality Program (Presentation Slides)**

**Autumn Bell, Chief Professional Development Officer for OEI/@ONE, Online Education Initiative, FHDA CCD**

When applied to an online course, the design principles in the OEI Course Design Rubric will ensure that students have a more accessible, equitable, and interactive learning experience. Licensed under a Creative Commons Attribution 4.0 International License, instructors can use the rubric as a roadmap for designing new online courses or updating or improving existing courses. The rubric may also serve as a foundation for starting a local peer course review or online teacher mentoring program. Come to this session to learn more about the rubric and how you can use it as the foundation of a quality distance education program at your college.

#### **OER-enabled Canvas Sample Course Shells (Presentation Slides)**

**Barbara Illowsky, Chief Academic Affairs Officer, Online Education Initiative, FHDA CCD**

The OEI has developed 29 Open Education Resource-enabled Canvas sample course aligned with OEI Design Rubric. Embedded into 28 of the shells are OER textbooks. Faculty are free to use the remaining shell to develop their own course.

#### **Designing Technologies for Equity and Inclusion (Presentation Slides)**

**Jason Cole, Vice Chancellor Information Technology, Peralta Community College District**

This presentation will review the literature on the equity gap in DE and propose a program to design our technologies and platforms for equity and inclusion.

### STUDENT TRACK ([Listen to the Recording](#))

#### **Quest for Online Success Readiness Program (Presentation Slides)**

**Anita Crawley, Student Support Services Director, Online Education Initiative**

Based on ample evidence that many prospective online learners are under prepared for this demanding mode of study, the OEI developed a comprehensive readiness program called Quest for Online Success. This program is composed of eleven engaging, fully accessible multimedia tutorials and four interactive tools developed under a CC-BY Creative Commons license. The program also includes a diagnostic assessment, quizzes and supplemental learning materials built inside of a Canvas shell. In this session, you will learn details about the program including what our research is telling us about how to prepare students for success in online courses. The OEI is making this program available to all CCCs.

#### **Distance Education Student Panel (Presentation Slides)**

**Moderated by Joanna Miller, Distance Education Coordinator, Moorpark College**

For a true student perspective, join this session to hear about firsthand experiences in distance education. This is also your opportunity to bring your questions directly to students.

### **Making Equity Visible: A Student-Centered Approach to Online Learning (Presentation Slides)**

**Arnita Porter, Faculty/Online Student Equity Coordinator, Student Services, West Los Angeles College**

This presentation will focus on strategies for embedding Equity and Culturally Responsive Teaching and Learning (CRTL) practices to increase student engagement in the online learning environment.

## **COMPLIANCE TRACK ([Listen to the Recording](#))**

### **FERPA: You Just Downloaded a Lawsuit! Working with Online Service Providers and Apps (Presentation Slides)**

**Ross Lemke, Help Desk Lead and Technical Assistance Provider, Privacy Technical Assistance Center**

This presentation will review legal requirements and best practices surrounding the use of Education Apps and other software on campus. It will showcase common items seen in Terms of Service Agreements and discuss how some of these agreements might not align with FERPA. Finally it will address how your institution can develop its own policy surrounding the use of these apps.

### **Attendance Accounting for Distance Education Courses (Presentation Slides)**

**LeBaron Woodyard, Dean  
Academic Affairs, CCCC**

This session will describe the attendance accounting methods for distance education courses and address the nuance of noncredit distance education.

### **Regular and Effective Contact (Presentation Slides)**

**Patricia James, Project Consultant for the OEI, Foothill De Anza District**

This interactive presentation will give a brief history of Regular Effective Contact (REC), the USDOE equivalent Regular and Substantive Interaction (RSI) and include why the ACCJC has an interest in confirming compliance and the relationship of REC/RSI to Federal Financial Aid. Learn about how a variety of colleges have developed policies and strategies to meet the compliance and "just good practice" of REC and how the current Title 5 regulations could be revised to reflect today's digital capability. Participants will have the opportunity to interact in how they accomplish REC within their courses and will have an opportunity to continue the conversation in an ongoing online community within Canvas that is focused on ensuring human interaction in online courses.

## **ACCESSIBILITY TRACK ([Listen to the Recording](#))**

### **Accessibility in Distance Education (Presentation Slides)**

**Gaeir Dietrich, Director, High Tech Center Training Unit**

This session will address the importance of access and accommodation for accessibility challenges in distance education.

### **Bringing our "A" Game: Lessons Learned in the Pursuit of Accessibility (Presentation Slides)**

**Autumn Bell, Chief Professional Development Officer for OEI/@ONE, Online Education Initiative, FHDA CCD**

In October of 2016, the OEI began piloting a new program as part of the course review process. Accessibility specialists, known collectively as the "A-Team," were brought in to support faculty by providing full remediation of accessibility issues in all courses going through the review process. After one year, dozens of courses, and more inaccessible PowerPoints than we can count, we have gained valuable insights into the accessibility challenges facing our system and what it takes to support accessibility in a quality distance education program. Come hear about our experience and how it can inform accessibility efforts on your campus.

### **Universal Design Online Content Inspection Tool: UDOIT (Presentation Slides)**

**Jacob Bates, UDOIT Lead Developer  
John Raible, Instructional Designer  
Karen Tinsley-Kim, Instructional Development Specialist**

The Universal Design Online [content] Inspection Tool (UDOIT) helps faculty discover and repair accessibility issues in their online courses in the Canvas by Instructure LMS. UDOIT (pronounced, "You do it,") scans their online course content, identifies possible accessibility issues, and guides faculty through the process of repairing the issues using Universal Design principles. The presenters will provide a brief introduction to UDOIT and highlight how tech, faculty and staff can benefit from its use.

## LOCAL DISTANCE EDUCATION TRACK ([Listen to the Recording](#))

### **Online Ed Accreditation and the Quality Focused Essay (Presentation Slides)**

**A. Cathleen Greiner, Dean**

**Business Sciences & Online Education, Irvine Valley College**

The focus on Online Education (OE) during the accreditation process is an ongoing subject of attention and some concern. Join the IVC OE team in learning how developing a project action via the Quality Focus Essay (QFE) is beneficial in prioritizing professional development and student access in support for OE at the college. We will share the QFE process and document which proved to be successful in the recent comprehensive site visit.

### **Creating a Dynamic DE Team (Presentation Slides)**

**Marina Aminy, Dean, Saddleback College**

**Online Education & Learning Resources**

This session will describe how Saddleback College created a dynamic "DE Team" comprised of faculty, managers and staff members who work together to support the growth and quality of the DE program. Support includes an in-house certificate program created to train faculty, review and selection of the new LMS, and implementation of a DE Plan for the college.

### **Implementing Student Services in Distance Education (Presentation Slides)**

**Jodie Steeley, Director of Distance Education, Fresno City College**

Fresno City College has implemented the various components of the OEI ecosystem for student services and the exchange. Instead of being siloed, FCC has successfully integrated these services and have seen an increase in student retention and success, above state averages. When compared to face to face courses, retention in online courses have a 4% difference and success rates show a 3% difference. This presentation would focus on faculty support through training using the OEI rubric, professional development connected to ACCJC standards and Canvas support and student services with Quest, Net-Tutor, Proctorio, Canvas user guides, and Ally.