

Effective Practices for Quality Online Instruction

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What do the Feds Say?

- Code of Federal Regulations, Title 34, Education §602.
 - *Correspondence Education Means:*
 1. Education provided through one or more courses by an institution under which the institution provides instructional materials, by mail or electronic transmission, including examinations on the materials, to students who are separated from the instructor.
 2. Interaction between the instructor and the student is limited, is not regular and substantive, and is primarily initiated by the student.
 3. Correspondence courses are typically self-paced.
 4. Correspondence education is not distance education.

What do the Feds Say?

Code of Federal Regulations, Title 34, Education §602.

Distance education means:

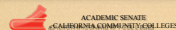
- *Education that uses one or more of the technologies listed in paragraphs (1) through (4) of this definition to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor, either synchronously or asynchronously. The technologies may include:*
 1. *The internet;*
 2. *One-way and two-way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, or wireless communications devices;*
 3. *Audio conferencing; or*
 4. *Video cassettes, DVDs, and CDROMs, if the cassettes, DVDs, or CD ROMs are used in a course in conjunction with any of the technologies listed in paragraphs (1) through (3) of this definition.*



What does the ACCJC say?

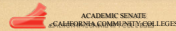
- Distance education is defined, for the purpose of accreditation review as a formal interaction which uses one or more technologies to deliver instruction to students who are separated from the instructor and which *support regular and substantive interaction* between the student and instructor...

http://www.accjc.org/wp-content/uploads/2012/08/Guide-to-Evaluating-DE-and-CE_2012.pdf



What does Title 5 Say

- § 55204. Instructor Contact.
 - In addition to the requirements of section 55002 and any locally established requirements applicable to all courses, district governing boards shall ensure that:
 - (a) *Any portion of a course conducted through distance education includes regular effective contact between instructor and students*, through group or individual meetings, orientation and review sessions, supplemental seminar or study sessions, field trips, library workshops, telephone contact, correspondence, voice mail, e-mail, or other activities. **Regular effective contact is an academic and professional matter pursuant to sections 53200 et seq.**



Regular and Substantive

(plus effective)

Contact

Now what?

A Definition

- What precisely does *Regular and Substantive contact* mean?
- Who defines it?
 - Hint: Title 5 § 55204.
 - *Regular effective contact is an academic and professional matter pursuant to sections 53200 et seq.*



Processes & Procedures to Define

Regular, **S**ubstantive, **& E**ffective **C**ontact.

Senate, Curriculum Committee, DE Committee(s),
Board of Trustees, et al.

The Curriculum Committee

- Course Outline of Record (COR)
- DE Addendum

Board Policies and Regulations

- Senate should be involved
- Curriculum Committee should be involved
- DE/Technology Committees should be involved

A place to start
(Click on college logo for their policy)

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So, you've got a definition...

- Need A Process
 - How are you verifying your courses meet your definition?
 - Documentation
 - COR or other approval process
 - Training & Professional Development
 - What does your process look like?


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Course Design & Pedagogical Training

Effective practices and structures to promote effective course design and pedagogical training.

DE Committee & Professional Development

- DE Technology training
 - How often is this updated?
- DE Pedagogy Training
- Who gets to teach DE?
 - What training or qualifications are needed?
 - Administrative Concern: Right of Assignment
 - Senate Concern: Academic and Professional Quality
 - Bargaining Agent Concern: This may be negotiable



<https://www.youtube.com/watch?v=uck2f6PLbSk>

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DE Section Vetting

- Are DE sections evaluated before they go live?
 - Who does the evaluation?
 - How much of the course is submitted for evaluation?
 - What are the standards? How were they developed?
 - Potential resource: OEI standards!

Technical Support Services

- ADA Compliance
- Video creation, editing, digitizing, and other services.
- Course design assistance.
- Supporting Innovation and new technologies



Student Readiness & Increasing Retention

Giving students the tools that they need for success and getting students with the requisite skills in DE sections.

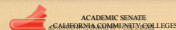
Orienting the Students

- General DE Orientations
 - Getting the students the global tools that they need to succeed in online courses.
 - Section level orientations
 - Assignments which test the student's readiness at the start of a course
 - E.g. providing an assignment of students posting a Bio to a discussion board at the start of a course—this tests their technology and ability to navigate the CMS.



Getting students with the right skills, into DE sections, at the right time.

- Challenges with priority registration
 - Sometimes the students who might have the least likelihood of succeeding in our DE sections are the first able to enroll in these sections.
 - Inability to have “section level” prerequisites
 - i.e., a prerequisite that students have taken an online skills course or demonstrated their ability in another way.



Addressing the DE Achievement Gap

Equity and giving the students the tools that they
need to succeed.

In order to address an achievement gap, you need to define the gap:

- What does the data show?
 - Access to technology
 - Access to High Speed internet
 - Age gaps
 - Ethnic gaps
 - Gender gaps

Planning for Interventions

- Adjusting orientation to address skill gaps
- Providing specific DE support services
 - Tutoring
 - Support modules (writing, research, technology, etc.)
 - Disability accommodation
 - Testing support
- Evaluating labs and access to technology

Questions

