Cañada College Distance Education Advisory Committee – Nov. 3, 2016

<u>Members present:</u> Julian Taylor, Erin Moore, Candice Nance, Allison Hughes, Lezlee Ware, Anna Miladinova, Sandra Mendez, Janet Stringer

<u>Guest:</u> Leonor Cabrera

Minutes from Feb and April 2016 were approved

Committee make-up was revised and updated. New membership is listed on the webpage.

District DEAC representation: Allison, Lezlee and Janet

Reviewed enrollment data: Discussion centered around being able to offer enough classes to meet the needs of our students. The group does not see any benefit to limiting enrollment in online classes. This fall semester 19.4% of total enrollments were in online classes. Last summer 51.2% of total enrollment was online. Need to ensure that the student services are up to the level that is available for on-campus classes.

Tutoring: We talked about the need for online tutoring. What platform are CSM and Skyline using? Should we be using WorldWide Whiteboard and NetTutor? Given the growing number of online students and the large percentage of summer students online, what can we do to provide tutoring for these students? There was discussion about using our students for the online tutoring, which raises questions about how to make this happen?

Survey: Some interest in resurrecting the survey for the spring semester. Add questions about Canvas (is it too soon?), choose from a list of possible courses to determine interest, eCounseling (interest), use of online orientation.

Canvas Update: Reviewed updated website and training schedule. Accessibility guide for faculty using Canvas is now posted on the website.

There continues to be some concern about instructions for students logging and whether this will change for the spring semester. Here are the student resources that offer login help for students:
[SMCCD Canvas Student Tutorials](#) – This resources includes all things Canvas for students, but specifically how to login and how to get around login issues.

[SMCCD Online Learner Support](#) – The instructional technologists are working on this, but it's a great resource for DE students in general.

And there were a few questions that Allison is working on:

1. Will spring 2017 students, new to Canvas, get the email with the auto generated password, like in the past? – Waiting for an answer on this, will follow up.
2. If not, will their login credentials be the same as WebAccess? – Waiting for an answer on this, will follow up.
3. Is it possible to have Canvas accounts auto logout? – This comes from District IT and not Canvas; District IT is looking into what the setting is now and if we can set it up. I will follow up in the next Canvas call.
4. Why do we not have the functionality to change our login passwords in Canvas? Is there another way to do this without logging out and selecting 'Forgot Password'? – This is a decision made by District IT because passwords are not generated/set/updated within Canvas, these things happen in our system, so changing your password needs to happen through the Forgot Password link which accesses our system.
5. Is there a way to set accessibility accommodations at the User level instead of the Quiz level? – There is a new quizzing engine coming from Canvas and this functionality will be there. It may not be in the initial roll out, but a later update—but it is coming—stay tuned.

OEI student services: Presented Quest for Success and discussed possible ways to use it. Online Proctoring is now available. Need someone to investigate and be an advocate (if appropriate). Have asked Ray Lapuz to review Proctorio, get a demo and possibly test it out with up to 20 students. He can also work with Allison on this.