2018.11.09 College Council

Office of Instruction Update

Schedule: Winter Schedule is live – Steve Seney and Tabitha turned it around in record time. Steve is now planning the Spring Schedule.

Student Course Evaluations: Tabitha will send out electronic course evaluations for Fall courses early next week. So as to not over survey students, we would like to include several additional questions at the end of the student course evaluations related to the challenges our students that may affect their persistence: a transportation question, food insecurity question, housing insecurity question, financial security question, child care question, and a question about knowledge of emergency dollars.

Podcast "Riding the Wave": "Riding the Wave Episode 1" was a proof-of-concept podcast recorded to highlight faculty, programs and initiatives at OCCC. Our first episode featured an interview with Dr. Mary Lee Scoville. Total run time is 29 minutes. The program was produced by Gib in our Digital Media Studio. Future episodes will highlight other faculty and programs – and hopefully pull in additional hosts. Future episodes might also pull in students and/or feature student life (maybe ASG, classes, student clubs?). There is no application process – it is a collaboration of the willing and the available. We would like to produce another episode for November, so if you have an interest in being on the show, we would like to line up our guests for November, December, and January. Please let Gib, Dave Price, and Dan Lara know if you or your program would like to participate.
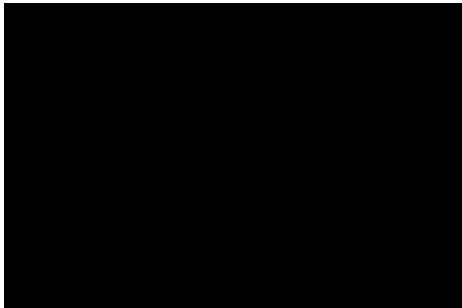
Upcoming Trainings: #1) Alison Williams has graciously agreed to demo "**Teaching with Zoom**" – the thrills and the bumps and bruises. Brown Bag Lunch, November 30th, noon to 1pm, Room 32. 2) Darci is also looking for a date to schedule a training on ALLY, the new online tool available through Canvas to diagnose the readability/accessibility of online content for students with disabilities. More info to come.

Instructional Leadership Team: Instructional Leadership Team is meeting this year on Thursdays at 1pm in the President's Conference Room. ILT is an open meeting, and all are welcome to attend. Seating is limited, so if you do plan to attend, please let Tabitha know in case we need to find a larger venue for a particular meeting. A little later in the Agenda, Matt Fisher will lead an open call for Instructional Issue Agenda Items so that we can get these on the calendar for discussion at ILT. At the last meeting, ILT reviewed its structure:

- 6 Voting Faculty
  - 4 faculty from Transfer Programs, 2 faculty from CTE Programs (student enrollment at OCCC is roughly 60% Transfer, 40% CTE)
  - 3-4 Full-time Faculty, 2-3 Part-Time Faculty (Part-time Faculty teach roughly 50% of the credit load at OCCC, and some disciplines and discipline clusters have no full-time faculty)
  - 2 Disciplines were identified that needed direct representation due to universal prerequisites: Math and Writing
  - 2018-19 ILT Faculty Representation
    - Math – Alison Williams, Full-time
    - Writing – Vacant (position previously held by Robert Roger, Part-time)
    - Transfer – Matt Fisher, Full-time

- ▪ Transfer – Marion Mann, Part-time
- ▪ CTE – Lynn Barton, Full-time
- ▪ CTE – Alberto Flores, Full-time
- 5 Voting Non-Faculty
  - 2018-19 ILT Non-Faculty Representation
    - ▪ Librarian – Darci Adolf
    - ▪ Advisor – Ben Kaufmann
    - ▪ Registration/Enrollment/Catalog – Kim Jones
    - ▪ CTE Administrator – Linda Mollino
    - ▪ Transfer Administrator – Dan Lara (may rotate to Steve Seney in the future)* Note, while the Writing Faculty position remains vacant, the Transfer Administrator will not vote so as to retain a majority (5 to 4) faculty representation.
- Membership issues outstanding
  - Selection and Roll of Curriculum Chair and Co-Chair
  - Terms of Service for ILT – Supreme Court Justice – member for life or other?
- ILT has two meetings per month
  - 1st Thursday: Curriculum
  - 3rd Thursday: Core Theme 2: Educational Pathways
  - Other Instructional Issues may be addressed at either meeting. Early in the year, there may be fewer new curriculum proposals, leaving more time at Curriculum Meetings to address other instructional issues. Pending Issues include:
    - ▪ Review of Quality Online Instructional Standards: work done winter/spring 2018 by ad hoc committee composed of Ann Wales, Alberto Flores, Jeanne Quarles, and Jan Bishop, and led by Darci Adolf.
    - ▪ Recommended Prerequisites vs. Required Prerequisites
    - ▪ Review of the Syllabus Template – What needs to change for 2019-2020?
  - Due to scheduling conflicts, upcoming ILT Meetings for Fall are:
    - ▪ November 29th (Core Theme Planning)
    - ▪ December 6th (Curriculum)
    - ▪ December 13th (Core Theme Planning)

Assessment Task Force (ATF): Continues work on the Communication CILO. The committee is exploring the concept of what a CILO really means in the scope of OCCC Curriculum. The committee is also continuing to adapt the AAC&U LEAP VALUE Rubrics for Written and Oral Communication. See video clip from the Director of Assessment at AAC&U:

ATF Membership: Tucker Jackson, Patrick Misiti, Laura Hamilton, Bonnie Reaney, Alyssa Squires, Marge Burak. Next Meeting of Assessment Task Force: November 30th, 2018, 10am, President's Conference Room.

Accreditation Steering Committee: given the interdisciplinary, cross-functional membership of this group, ASC has also been charged with Core Theme Planning for the Student Success Core Theme. ASC has most recently reviewed data from Fall to Winter and Fall to Fall: Retention, GPA, and Course Completion. ASC has requested the raw data from student follow-up calls conducted in 2016 with students who failed to return to college. ASC has also requested information regarding the students in 2-year transfer or CTE pathways who did not return for year 2 – can we find out how many of these students transferred to another institution? Dan thinks we can do this by data matching with National Student Clearinghouse. Next Meeting of the Accreditation Steering Committee: November 30th, 1pm, Room 32.

Course Learning Outcomes (CLOs) and Discipline/Program Learning Outcomes (DLOs and PLOs) Assessment: As a reminder, all courses are expected to assess their learning outcomes at the course and program level beginning next term (Winter 2019). At this time, most programs have met to map their CLOs to PLOs, but if you have not, just remember: Winter is Coming. Templates and examples for CLO and DLO/PLO mapping can be found at: http://www.oregoncoastcc.org/facultyandstaff/, under Forms/Guides, OCCC Course Assessment Map.

Other Work related to Accreditation:

- **OPE-ID#**: This is the unique identifier attached to accredited or candidate colleges/universities by the office of Post-Secondary Education in the U.S. Department of Education. Having an OPE-ID# is synonymous with the ability to award Federal Financial Aid (Title IV). As such, in order to obtain an OPE ID, the College must demonstrate its readiness to award Financial Aid (though this could be contracted out to a 3rd Party). The OPE ID is also necessary to apply for a number of Federal Grants.
- **Title III** – **Strengthening Institutions Program Grant**: This 5-year, up to $400,000/year grant provides funding to institutions to build capacity. Title III funding was used by Columbia Gorge CC and Tillamook Bay CC as they transitioned into Independence. Such funding often supports building capacity in Curriculum, Financial Aid, Administrative Computing (this is the ERP), Cyber-Security, Distance Education, etc. Applications are expected to open March/April 2018 and remain open for 45 days. This grant requires that the applicant either have an OPE-ID (see above) or apply as a Branch Campus (in this case, a Branch Campus of PCC). Planning for the application should begin in December 2018.
- **TRIO – Student Support Services (SSS) Grant**: This grant only rolls around every 5 years and provides funding for projects that promote academic development, assist students with basic college requirements, and motivate students toward the successful completion of their postsecondary education. All SSS projects must provide: academic tutoring, which may include instruction in reading, writing, study skills, mathematics, science, and other subjects; advice and assistance in postsecondary course selection, assist student with information on both the full range of student financial aid programs, benefits and resources for locating public and private scholarships; and assistance in completing financial aid applications. Education or counseling services designed to improve the financial and economic literacy and assist students in applying

for admission to graduate and professional programs; and assist students enrolled in two--year institutions and applying for admission to, and obtaining financial assistance for, enrollment in four--year programs. There is a strong program focus on low-income students and on students from underserved populations. Applications are expected to open March/April 2018 and remain open for 45 days. This grant requires that the applicant either have an OPE-ID (see above) or apply as a Branch Campus (in this case, a Branch Campus of PCC). Planning for the application should begin in December 2018. And yep…those are the same dates for Title III.

Coming Next Month: SNAP 50/50, obtaining a Federal Indirect Rate, and an Update on happenings in Title II.