GOALS

1. Increase the number of online course offerings by 5%

2. Provide a productive preparation environment for quality online teaching and learning

3. Develop policies and procedures that increase the effectiveness of the online learning environment

Timeline
Fall 2018-Spring 2020
**Activities**

1. Develop courses in:
   A. Oral Communications
   B. Science with a Lab
   C. Business Administration

2. Develop manual for Geology with a lab

**Metrics**

1/2. Completion
Outcomes/Deliverables

1. Develop Courses in:
   A. Oral Communication – SPCH 100
      - Spring 2018 – 0
      - Spring 2019 – 4
      - Summer 2019 - 5
   B. Science with a Lab
      - In Progress
   C. Business Administration
      - MATH 80 – Clear AA pathway for BA
      - To be used by other programs for AA and AA-T

2. Manual for Geology with a Lab
   - In Progress

Timeline – BEING MET
Activities

1. Incentives for faculty to teach online
2. Develop course shell template for different departments/disciplines

Metrics

1. Increase # of faculty teaching online by 5%
2. Completion
Outcomes/Deliverables

1. Increase the number of online courses offerings
   - Spring 2018 – 371
   - Spring 2019 – 405 – increase of 9%

2. Course Shells
   - Developed in several areas and expanding
     - Psychology
     - Comm Studies
     - Health
     - Business Administration
   - Requests to have course shells with shared SLO assessments

Timeline – BEING MET
GOAL #1 – Increase the number online course offerings by 5%

Activities
1. Encourage faculty to participate
2. Identify faculty that would be interested

Metrics
1. Reach out to 5 faculty/month
2. 5-7 faculty commitment to work on OEI requirements

OEI CONSORTIUM
Timeline
Spring 2019 – Spring 2020
Outcomes/Deliverables

Increase the number of online courses verified to part of the OEI by 2

- The OEI rubric is being updated currently
- @ONE is updating their training course – to be completed early this summer
- Cerritos Training on OEI Rubric being developed based on @ONE course
  - Self-paced

GOAL #1 – Increase the number online course offerings by 5%

OEI CONSORTIUM

Timeline
Spring 2019 – Spring 2020
GOAL #2 – Provide a productive preparation environment for quality online teaching and learning

FACULTY TRAINING

Timeline - In Progress & Ongoing

Activities
1. Technology Training
2. Online Learning Speakers Series
3. Explore module, open entry/exit online teaching certificate training
4. Increase online training and certificate offerings
5. Online Conferences and Meetings

Metrics
1. Increase trained faculty by 5%
2. Provide 2 times/year
3. Completion
4. Increase successful completion by 5%
5. Provide information from conf./mgs to campus
Outcomes/Deliverables

Increase the number of online courses offerings

1. Technology Training
   - Offered through CTX

2. Online Learning Speakers Series
   - In progress

3. Explore module, open entry/exit online teaching certificate training
   - Modules are being created
   - TBLC to recommend assessment methods

4. Increase online training and certificate offerings
   - Spring 2018 – 272 trained – 138 teaching
   - Spring 2019 – 300 trained – 167 teaching

5. Online Conferences and Meetings
   - Online Learning Conference
   - Accessibility Training

GOAL #2 – Provide a productive preparation environment for quality online teaching and learning

FACULTY TRAINING

Timeline - In Progress & Ongoing
GOAL #2 – Provide a productive preparation environment for quality online teaching and learning

BEST PRACTICES

Timeline - In Progress through 2019

Activities

1. Collect and post to Online Website
2. Brown bag lunches for faculty discussions

Metric

1. Completion
2. Provide 2/semester
Outcomes/Deliverables

1. Collect and post to Online Website
   - Accessibility information being collected and centralized

2. Brown bag lunches for faculty discussions
   - No brown bags in Fall 2018
   - Accessibility brown bag – Spring 2019
     - Over 20 individuals, faculty and classified

Timeline – BEING MET
GOAL #2 – Provide a productive preparation environment for quality online teaching and learning

STUDENT TRAINING
Timeline - Fall 2018 - ongoing

Activities
1. Explore mandatory online orientation or quiz
2. Explore mandatory online readiness
3. Expand Canvas training to include bookends specific to Cerritos
4. Develop toolbox for online orientation/class for possible use as universal orientation

Metric
1/2. Survey and results
3/4. Completed
Outcomes/Deliverables

1. Online orientation/readiness or quiz
2. Expand Canvas training to include bookends specific to Cerritos
3. Develop toolbox for online orientation/class for possible use as universal orientation

- TBLC is exploring and will be making recommendations in the Fall 2019

Timeline – BEING MET
GOAL #2 – Provide a productive preparation environment for quality online teaching and learning

ONLINE MENTORING

Timeline - Fall 2018 - ongoing

Activities

1. Create an online mentor program
   - Matching novel online faculty to experienced online faculty

Metric

1a. Complete list of mentors
1b. Match 10 mentors to mentees in first year
GOAL #2 – Provide a productive preparation environment for quality online teaching and learning

Outcomes/Deliverables

- Identified eligible faculty
- Recruitment in Fall 2019

Timeline – BEING MET
GOAL #3 – Develop policies and procedures that increase the effectiveness of the Online Learning Environment

Activities

1. Include accreditation requirements
2. Include best practices

Metric

1/2. Completion and approval of document

UPDATE DE DOCUMENT

Timeline - Spring 2018 - Spring 2019
Outcomes/Deliverables

- Some areas may need to be changed
  - Online Readiness
  - Recommendations for Online Teaching Certificate
- Awaiting recommendation from TBLC – Fall 2019

Timeline – BEING MET
GOAL #3 – Develop policies and procedures that increase the effectiveness of the Online Learning Environment

OER

Timeline -  Spring 2018 - Spring 2019

Activities

1. Encourage faculty to explore OER options
2. Develop online field manual for Geology with a Lab

Metric

1. Increased number of faculty using OER
2. Completion

Outcomes

- Identified OER Liaison – Bob Livingston
  - Working with faculty on OER adoption
- Field Manual on target for Fall 2019

Timeline – BEING MET
Activities

1. Develop recommended review process for Online Guided Pathways

Metric

1. Completion

Outcomes

- Guided Pathways feedback is currently being gathered

Timeline – BEING MET
Activities

1. Develop guidelines for student expectations
2. Work with ASCC to create communication campaign for online learning

Metric

1/2. Completion

Outcomes

- Student expectations will be out Fall 2019

Timeline – BEING MET
Activities

1. Explore hiring 50% DE Coordinator/50% Instructional Designer

Metric

1. Completion

Outcomes

- *Conversations are ongoing about hiring part-time for SY 2019/20*

Timeline – BEING MET
Activities

1. Identify, pilot and report on testing integrity software

Metric

1. Completion and report to Faculty Senate

Outcomes

- Proctorio visited Cerritos on 4/23
- Senate recommended use to Academic Affairs
- Currently in Budget Allocation Process

Timeline – BEING MET
Activities

1. Explore once/month accessibility training
   - Possibly using Division/Department mtgs
2. Explore ARC Video Library & Funding

Metric

1/2. Completion and report to Faculty Senate

Outcomes

- Equitable Access training to be recommended by the Online Learning Committee – Fall 2019
- ARC is being piloted in the LA division

Timeline – BEING MET