



FOOTHILL COLLEGE

COOL Meeting

Committee on Online Learning

AGENDA (draft)

Date: 10/17/17

Time: 12 – 1:00 p.m.

Location: Library Conf Rm 3533

Discussion Items

1. Introducing new and continuing members
2. Approval of minutes from 5/15/2017 (attached)
3. Announcements
 - New tools and features in Canvas
 - New Online Faculty Handbook – draft Table of Contents
 - Faculty stipend for conversion to Canvas
 - OEI - Need one faculty member to serve on OEI Consortium; Call for more courses to be submitted
 - VoiceThread will be renewed and workshop planned for Nov. 17th
 - Average response rate for Spring Quarter evaluation surveys was 65% (13 courses)
 - 447 people have Canvas Certification (Faculty who have Canvas Certification can set up live Canvas course sites for online, hybrid, and on-campus courses to which they have been assigned each quarter.)
 - Live course sites set up in Canvas with enrolled students = 715 total sections (293 faculty members)
 - 309 fully online course sections (167 faculty members)
 - 129 hybrid sections (79 faculty members)
 - 277 on-campus sections
4. Summary of the past year accomplishments
 - Developed new [Foothill College 2017-2020 Distance Education Plan](#)
 - Migration from Etudes to Canvas
 - Reviewed Adjust-All tool for Canvas resulting in purchase of license
 - Set up site in Canvas for COOL members to use
 - Supported use of Division-specific Course Quality Standards
 - Provided input for revision of J1 Administrative and Peer Evaluations
 - Integrated Library resources with Canvas
 - Contributed to Accreditation Self-Study document
 - Contributed to development of table of contents for Online Faculty Handbook
 - Provided input for Foothill Online Learning Program Review
 - Contributed to revision of accessibility guidelines
5. Open forum for members to suggest topics for this year

Agendas and minutes are archived on the Foothill Online Learning website.
<http://www.foothill.fhda.edu/fga/DEACmtg.php>