



FOOTHILL COLLEGE

COOL/DEAC Meeting

Committee on Online Learning / Distance Education Advisory Committee

AGENDA (draft)

Date: 12/5/17

Time: 12 – 1:00 p.m.

Location: Library Conf Rm 3533

Discussion Items

- Welcome and introductions
- Approval of [minutes from November 7, 2017 meeting](https://foothill.edu/onlinelearning/pdf/DEACCOOL_Minutes_110717_DRAFT.pdf) (available for download at https://foothill.edu/onlinelearning/pdf/DEACCOOL_Minutes_110717_DRAFT.pdf)
- Discussion about "[Request to Add a Guest to Canvas Site](#)" form and FERPA
 - “Teacher” role in live classes – must submit request form to add guests to site
 - “ProjectHost” role in project sites – can add users to site without a request
- Need faculty input
 - Where to put link to Canvas in redesigned MyPortal (to launch in Spring Quarter)
 - [Online Faculty Handbook](https://foothillcollege.instructure.com/courses/2488) (<https://foothillcollege.instructure.com/courses/2488>)
- Update about new features in Canvas Gradebook
 - [New Gradebook features](#) in Canvas
- Announcements
 - Recap of Voicethread workshop at Fall PD Day
 - Invitation to join Canvas site for getting started with Voicethread
 - Workshop planned for Winter PD Day (Jan. 26) about making your own welcome video for online courses

How to attend via videoconference in Zoom -

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/513834786>

Or iPhone one-tap (US Toll): +14086380968, 513834786# or +16468769923, 513834786#

Or Telephone:

Dial:

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Meeting ID: 513 834 786