Report from Online Prioritization Ad Hoc Committee

Our "charge":

- ❖ Task 1: Create a set of criteria for selecting the first degree or program for the college to offer online.
- ❖ Task 2: Create a set of criteria for selecting the order in which programs will be placed online.
- ❖ Task 3: Create a set of criteria for determining the order in which faculty take online training.

TASK 1: The list below is the criteria we propose for selecting the first degree or program for OCC to offer online.

- ❖ The Instructor(s) for this program have already been trained.
- ❖ The Instructor(s) have experience in teaching online.
- ❖ The classes in this program been offered online before.
- ❖ There is NO required face-to-face lab or practical anywhere in the program.
- ❖ The Instructors for this program are online-ready.
- ❖ There is a guided-pathway for the program to be offered sequentially.
- ❖ The certificate or certificate of achievement be used to build towards a degree.
- ❖ There is support for the student in that program (i.e. tutoring, library, bookstore, technical support)
- ❖ There has been purposeful discussion within the Discipline of offering this program online.
- ❖ This program has the Discipline approval to be offered online.
- ❖ This program is transferable to other institutions.
- ❖ This program does have/meet/need external agency compliance. (ie federal government, state government)
- ❖ The number of classes the program has. (Least amount for quicker completion for the HLC application)

RECOMMENDATION: The Committee recommends the **Homeland Security Level 1 Certificate of Achievement (HLS.LV1.CA)** as OCC's first program to be offered online. There are 6 courses in the program, with Discipline purposeful discussion and approval. There is a guided-pathway for the Student to finish in 2 semesters. The program is transferable and has

external compliance. Ken Van Sparrentak is in the first training group and online ready.

TASK 2: The list below is the set of criteria for selecting the order in which programs will be placed online.

- ❖ The Instructor(s) for this program have already been trained.
- ❖ The Instructor(s) have experience in teaching online.
- ❖ The classes in this program been offered online before.
- ❖ There is NO required face-to-face lab or practical anywhere in the program.
- ❖ The Instructors for this program are online-ready.
- ❖ There is a guided-pathway for the program to be offered sequentially.
- ❖ The certificate or certificate of achievement be used to build towards a degree.
- ❖ There is support for the student in that program (i.e. tutoring, library, bookstore, technical support)
- ❖ There have been purposeful discussion within the Discipline of offering this program online.
- ❖ This program has the Discipline approval to be offered online.
- ❖ This program is transferable to other institutions.
- ❖ This program does have/meet/need external agency compliance. (ie federal government, state government)

Task 3: The list below is the set of criteria for determining the order in which faculty take online training. The faculty member:

- ❖ Has taught online at OCC.
- ❖ Willing to take the training to teach hybrid courses in the Summer 1 and 2, 2016
- ❖ Length of teaching online at OCC.
- ❖ Willingness to serve on this Committee
- ❖ There is a balance across disciplines
- ❖ Has taught online at other institutions.
- ❖ The course is on the General education list

OTHER RECOMMENDATIONS: The Committee recommends the following:

MOTION: To offer as many training classes as possible in the Winter 2016, so that faculty can teach hybrid classes in Summer 2016, and that the training is online **(PASSED)**

MOTION: OCC will have enough trainings so that all faculty who have been teaching online will have access to training by the end of Summer, 2016 **(PASSED)**

Members: Joel Allen, Ken Aud, Marikay Clancy, Lisa Durak, Cynthia Finger-Hoffman, Tom Hendricks, Tahir Khan, Meg Lambert, Darlene Levinson, Judy Matteson, Godson Nasari, Chad Nykamp, Tiffany Ofeimu, Preetha Ravikumar, Leslie Roberts, Deb Rowe, Krishna Stilianos, David Strand, Tim Taylor, Gheorghita Tres

Attendees for meeting 1: Joel Allen, Ken Aud, Marikay Clancy, Cynthia Finger-Hoffman, Tahir Khan, Meg Lambert, Darlene Levinson, Judy Matteson, Chad Nykamp, Deb Rowe, Krishna Stilianos, Gheorghita Tres

Attendees for meeting 2: Joel Allen, Ken Aud, Tahir Khan, Meg Lambert, Judy Matteson, Godson Nasari, Chad Nykamp, Tiffany Ofeimu, Preetha Ravikumar, Deb Rowe, Krishna Stilianos, David Strand, and Gheorghita Tres

Guest: Ken Van Sparrentak