Accreditation Follow-Up Response
Progress Report: April 2020

COLLEGE REQUIREMENT 1 (DISTANCE ED)
In order to meet the policy, the Commission requires the College ensure that all distance education courses demonstrate regular and substantive interaction as defined by the College. (Policy on Distance Education)

March 2020

The Online Teaching & Learning Committee has confirmed that the current policy on regular and effective contact is readily available on the college's distance education website. The group is now reviewing the policy to ensure that regular & substantive interaction (RSI) is sufficiently addressed.

Members of the DE Team are working through a course for online course evaluators and will incorporate what they are learning into our professional development offerings.

April 2020

The Online Teaching & Learning Committee is on track to recommend a revised version of the regular and effective contact policy to the Academic Senate before the end of the semester. The revisions will clarify the definition and expectations for RSI.

Janet Gelb (Faculty Coordinator for Distance Education) presented the OEI-CVC Course Design Rubric to the Academic Senate on April 6. The Online Teaching & Learning Committee recommends that section B of the rubric, which addresses substantive interaction, will be helpful as a tool for self-assessment and building shared understanding of best practices for RSI as instructors are reviewing & improving their courses in preparation for fall.

The DE team has been working on RSI training resources for deans/peer evaluators. The resources will help to provide anyone who is engaged in evaluation of an online course with a consistent understanding of RSI. Section B of the CVC-OEI Course Design Rubric will be shared as a resource, as it contains examples of where to look for RSI within the design, structure, and activities or the course. Members of the DE team were scheduled to present the resources they are developing to the Academic Affairs Council on 4/6/20; this presentation was delayed until the summer in light of the Covid-19 closures.

The DE team has also ensured that RSI is covered in training for online faculty as it scales up for summer and fall semesters – including its regular certification curriculum and in the self-paced resources for Emergency Remote Teaching (ERT) courses.

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The Grossmont Outcomes Assessment Team (GOAT) and Academic Program Review Committee collaborated on revised language for Section 3 of the Academic Program Review template, which addresses assessment of learning outcomes. The new language more closely aligns with the prompts in the annual unit plan drafted new language for Section 3 and now includes prompts for both course and program level learning outcomes. The new language was initially scheduled to go to Senate for discussion and endorsement on 3/16/20, but this meeting was delayed due to the Covid-19 closures.

On March 9, Felicia Kalker (SLO Coordinator) distributed a survey to department chairs in order to help identify and contact SLO Liaisons for each area. A second survey was sent to each SLO Liaison to gauge the type of training and support each would need. An initial SLO Liaison Meet-Up and teambuilding event was scheduled for March 16, but delayed to April as a result of the Covid-19 closures). To provide continuity of support for the SLO Liaisons, Felicia led the development of a Canvas shell to containing training resources and templates.

April 2020

At the Academic Senate meeting on 4/6/20, the Academic Senate endorsed the new prompts for Section 3 of the Academic Program Review template. Departments beginning program review in Fall 2020 will be the first to use the new questions.

The GOAT team identified and made contact with 36 out of the 38 SLO Liaisons. The majority of the SLO Liaisons (32, as of 4/30/20) have joined the Canvas shell, and 19 attended a virtual SLO Liaison Meet-up held over Zoom on 4/14/20. At the meet-up, attendees clustered into groups based on stages of the assessment process so they can gain "just in time" support as they make progress and take their next step in the cycle. There are SLO Liaisons distributed throughout each stage of the cycle. SLO Liaisons have been asked to confirm that the PSLOs in their area are accurately listed in TracDat by May 11. Also by May 11, SLO Liaisons have been asked to complete a progress report checklist to help the SLO Coordinators and team plan for and support next steps.

Catherine Webb & Felicia Kalker provided an update on the SLO work in progress at the 4/20/20 Academic Affairs Council meeting in order to keep deans apprised of work being done in their divisions with regard to assessment. The update included an overview of the Canvas shell and outcomes of the SLO Liaison meet-up.

COLLEGE REQUIREMENT 3 (OFFICIAL SLOs ON ALL SYLLABI)

In order to meet the standards, the Commission requires that the College ensure that, in every class section, students receive a syllabus that includes SLOs consistent with the officially approved course outline of record. (II.A.3)

March 2020

The link to the repository of Course Outlines of Record has been published on the Grossmont College intranet site. The link was shared at the Council of Chairs & Coordinators meetings on 2/10/20 and 3/9/20.

On March 9, Felicia Kalker (SLO Coordinator) distributed a survey to department chairs in order to further communicate the availability of the COR repository and gauge the level of accuracy between CORs and syllabi for each department. The Grossmont Outcomes Assessment Team further recommended that the SLO Liaisons for each area could also help identify any syllabi out of alignment with CORs. This was intended as a topic of discussion at the March SLO Liaison Meet-Up (originally scheduled for March 16, but delayed to April as a result of the Covid-19 closures).

April 2020

Felicia Kalker has established a Canvas course for all SLO Liaisons to provide resources and support. SLO Liaisons gathered via Zoom on 4/14/20 for an initial meet-up to go over the resources and get started. At that meet-up, SLO Liaisons were asked to work with their departments to confirm that the SLOs on their syllabi align with those on CORs. SLO Liaisons were also asked to report on their departments' processes for confirming that syllabi and CORs align, and to work with department chairs to establish processes if none are in place. Felicia has asked all SLO Liaisons to complete this work by May 11. This deadline has been established so that departments can begin following their processes in the next semester they are offering courses (either summer or fall).

Catherine Webb & Felicia Kalker provided an update on the SLO work in progress at the 4/20/20 Academic Affairs Council meeting in order to keep deans apprised of work being done in their divisions with regard to assessment. The update included an overview of the Canvas shell and outcomes of the SLO Liaison meet-up.

DISTRICT REQUIREMENT 1 (EVALUATION OF CLASSIFIED & MANAGEMENT EMPLOYEES)

In order to meet the Standard, the Commission requires that the District ensure that all classified and management employees are systematically evaluated at stated intervals. (III.A.5)

March 2020

Dr. Abu-Ghazaleh tasked managers and supervisors with preparing a list of manager/classified evaluations due to be completed this year and sending it to the President's Office for collating into a single list. This list will help to confirm that college and district information are in alignment.

April 2020

District HR is rolling out an evaluation module in Workday (Workday Performance & Talent). The module will be piloted with a small group of employees beginning May 1, 2020, prior to a full rollout.