



FOOTHILL COLLEGE DEAC/COOL Meeting

MINUTES

Date: 5/26/15 **Time:** 1:30-3:00 p.m. **Location:** Biology Conference Room (5212)

Attending

Judy Baker, Carolyn Brown, Hilary Gomes, Kate Jordahl, Allison Lenkeit-Meezan, Kathryn Maurer, Nicole Ramsey, Paula Schales, Mimi Will

Discussion Items

1. **Approval of minutes:** <http://www.foothill.edu/fga/DEACmtg.php>
2. **Announcements**
3. **Update about change to course quality resolution before Academic Senate**
4. **Recommendation to Academic Senate about course management system decision**

Discussion Detail

1. **Approval of minutes:** <http://www.foothill.edu/fga/DEACmtg.php>
 - a. Judy moved to approve the minutes from the previous meeting, Mimi seconded, minutes were approved.
2. **Announcements**
 - a. Foothill Online Learning Staff notes:
 - i. Heather Garcia was introduced as the new FT Instructional Designer
 - ii. Paula Schales' new permanent position as the FT Tech Trainer at FHOL was announced.
 - iii. Nicole Ramsey will be leaving FHOL at the end of June.
3. **Update about change to course quality resolution before Academic Senate**
 - a. Kate reviewed the differences between the two documents in the Agenda today: Recommendation vs. Resolution.
 - b. The discussions in the BSS department were highlighted, and the potential for Course Quality Resolution approval by BSS was considered.

- c. Another COOL member reminded the group that some departments have very few FT instructors, and that gathering all PT Adjunct Instructors for meetings and a consensus on Resolution proposals is very challenging.
- d. Kate Jordahl previewed the next portion of the meeting, for editing of language with assistance of other COOL members.
- e. OEI contributions to the CMS course conversion/migration process were deliberated.

4. Recommendation to Academic Senate about course management system decision

- a. Some of the reasons for accountability in tracking student participation and identity for online classes were discussed.
- b. Issues from Financial Aid and Accreditation were reviewed, as they relate to requirements for standardized, consistent and college-approved CMS options.
- c. The phrase "meaningful interaction" was emphasized as a key standard for Federal Financial Aid review processes.
- d. The group compared experiences and perspectives on the measurement of student participation hours for course participation data.
- e. Kate said she will send out the updated and edited version of the recommendation to DEAC/COOL members so that people can look at it again. One more DEAC/COOL meeting will be held in June.
- f. MEETING ADJOURNED.