

Proposal:

In a joint effort with Gavilan College (and possibly CSUMB), we would like to propose the creation of a Faculty Inquiry Group (FIG). The FIG's purpose would be to study and discuss best practices in distance education, with an emphasis on sustainable faculty training models that can be shared between campuses.

Purpose:

Both colleges have created Best Practices documents. These documents have been helpful in shaping the distance education (DE) programs at both institutions. As these were created several years ago, they should be revisited to update processes and procedures for institutional, faculty, student support services and student responsibilities in distance education. With the creation of the state-led Online Education Initiative (OEI), the need for the development of quality matters standards in online education is more important than ever. As such, the FIG will focus on institutional and faculty commitment to best practices in training for DE instructors. The FIG would study best practices at several campuses with a specific outcome being the recommendation of a sustainable training model for online teaching faculty.

The second outcome would be for the FIG members, in conjunction with the Teaching and Learning Center at Gavilan and the Professional Development Center at Hartnell, to take the recommended model of training to the departments and promote a plan for faculty participation. Depending on the model recommended by the FIG, this training could be co-offered between the campuses and with CSUMB if they are willing to partner with us. The goal would be to train five new online faculty members per semester.

Participants:

The FIG will include four members from Hartnell and four members from Gavilan who will work together to complete the project.

Timeline:

The members will meet a minimum of six times (or approximately every two weeks) over the course of two to three months. The FIG will commence in February, 2016 and will complete its report-writing process no later than May, 2016.

Budget:

FIG members will receive a stipend in the amount of \$500 each.

Deliverables:

FIG participants will attend, either in person or via the Web (CCC Confer, etc.) every session and contribute to the overall recommendation. The FIG will culminate in a recommendation of the updated Best Practices document to the Distance Education Committee, to be approved and forwarded to Academic Senate for eventual campus adoption and review by the Board.

The FIG will also forward a recommendation for a sustainable training p