



This Week on the Ohlone eCampus

Week of November 9, 2020

Focus Topic: Humanizing Online Policies

Humanizing online learning addresses the idea that technology makes education impersonal and scripted. In humanizing your course, you as a person are visible and engaged. You strive to make connections with students so that you can support their successes and guide them to the next unit, goal, and outcome.

For several reasons, higher education has developed rules and policies that speak to systems and processes and not to student engagement and learning. Take for example, late work policy. Students have many tasks vying for their attention and of course you want them to work through your content at a steady pace. After all, neuroscientists have shown that more frequent and well-spaced “touches” with content improves retrieval (see Oakley and Sejnowski, 2018*). So, you have a policy to encourage them to do just that – touch the content on a regular basis; But what are we saying when we won’t accept late work? Presumably, this work is an essential step in helping students be successful and progress to achievement of outcomes - which is why we assign it in the first place. What if we shifted to a policy that encourages real conversations with students about why they are unable to complete assignments? Perhaps the policy addresses the purpose of due dates and how you’re setting up the course to help them achieve the outcomes. Sample late work policy: “If you aren’t able to meet a deadline, please contact me so we can have a conversation and develop a plan that keeps you regularly engaged.” You may add additional wording for peer review and group projects. The goal is to put some of the control and ownership into the hands of the student and create policies that promote learning.

*Source: Oakley, B. & Sejnowski, T. (2018). *Learning How to Learn: A Guide for Teens and Kids*. Teacher Perigee: NY

Professional Development:

Do you know about the resources available through the Chancellor’s Office Vision Resource Center? If not, it’s worth a gander. You can create a [new account](#) using your Ohlone email (or sign in using your existing account) to get access to a wide variety of courses, events that are discipline specific, statewide information, and connect with other colleagues. Once on the Vision Resource website, you’ll find a [Calendar of Events](#). Some of the November workshops include CVC-OEI Professional Development for faculty; Window into ESL; Teaching Online Through a Crisis; and more!

For those who have a hunger for more instruction and ideas for online learning, check out the wide array of self-paced courses available (Learning > Learner Home): Microsoft Teams; Learning Zoom; Diversity, Inclusion and Belonging; Unconscious Bias; Data Coaching for Guided Pathways; and more!

Upcoming professional development: **Ohlone Online Teaching Capstone Course**

This 6-week course is a combination of group and individual activities. We'll review and discuss the CVC Quality Course Review Rubric as a guide for creating effective, efficient, and engaging online courses. Using the backwards design process, participants will create an orientation and two modules units for a fully online course they will be teaching in an upcoming semester. Self-assessment and peer review will be essential elements used to check course alignment with the quality rubric. You'll meet one-on-one with the instructional designer at least twice during the course. These individual sessions will be live and held between December 20, 2020 and January 4, 2021.

December 7 to January 17 – Don't miss out on this opportunity to take your course to the next level. [REGISTER HERE TODAY!](#)

Tech Tips

Another Zoom update available. We are now on 5.4.1. In case you need them, here are the [instructions for updating to the latest version of Zoom](#).



INSPIRATIONS – Humanizing Online Policies

As you have probably come to realize, online teaching is not quite as simple as moving your face to face content into a Canvas shell and pressing 'play.' It takes time to build a course that is welcoming with an instructor presence that invites students to come in and learn. One of the ways to create that warm and social connection is through the use of video. Another is through the use of policies that recognize the diversity within our classrooms and infuse humanity and care into our expectations.

Day	Date	Time	Facilitator	Zoom Link
Friday	11/13	8:30 – 9:30 am	eCampus	Meeting Link
Wednesday	11/18	12:00 – 1:00 pm	eCampus	Meeting Link

General Office Hours This Week:

Tuesday 11/10 - 3:30 – 5:00 pm (Wednesday is a holiday)

The eCampus Virtual Office is open every **Tuesday and Wednesday from 3:30 – 5:00 pm** via [Zoom](#). If this time does not work for your schedule, we continue to be available for one-on-one help sessions. Please [submit an IT Ticket](#) and be sure to include the following information: a few days/times you are available, and specific tasks/questions you would like assistance with. Your success is our primary concern!

MQT Resources and More

The last MQT session before spring 2021 Learning College Week is scheduled for **November 9, 10, & 12** from **6:30 – 8:30 pm**. Faculty who have registered have been sent a welcome letter along with instructions for joining the first session. If you have any questions, please email [eCampus](#).

Equity Corner

Our commitment to diversity and equity extends to everything we do. [The Peralta Equity Rubric](#) was developed to support online course equity. The rubric covers criteria such as the students' access to technology and various types of academic and non-academic support; addressing common forms of bias (e.g. implicit bias, image and representation bias, interaction bias); and following universal design for learning principles among other critical approaches.

The Peralta Equity Rubric includes eight separate areas where disparities and challenges can be addressed in online and hybrid courses to reduce or eliminate equity gaps. Over the next few weeks, the eCampus Weekly Update will explore each section. We invite you to take a look at your courses to see how they align.

Section E2 is Student Resources and Support.

	Incomplete	Aligned	Additional Exemplary Elements
E2: Student Resources and Support	Course does not yet highlight how student services support wellness and success	Course highlights the ways that student services support student wellness and success.	Students access relevant support services or resources, at the college or elsewhere, as a part of course-related activity.

Take a look at your course and see if you can identify where you spotlight or link to student services support, wellness, and success. Things to consider: Does your course have links to student services such as the library, online counseling, Student Health Center, Student Accessibility Services department, online readiness, and tutoring services? Links to these services can appear in the syllabus, orientation module, left-side course navigation, or embedded in relevant activities throughout your course.

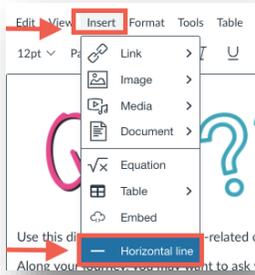
If your course is in alignment with this section, great! What can you do to move this section to exemplary? If it is not in alignment, what can be done to mitigate access to student support outside the classroom?

Notes from Mary

Let's continue refreshing your course for next spring. So, you've selected the assessments that you'll use to check student achievement of Student Learning Outcomes (SLOs). The next step in backwards design is to outline the key chunks of knowledge and skills students will need to learn in order to ace each assessment. Try to focus on describing the necessary knowledge and skills. It might help to think of this list as your course Table of Contents. Review your list to see how you can group topics and concepts. Next, group or break down your ideas into units and create a logical sequence of weekly

modules. If you find that you have some tried and true activities or favorite articles, jot them down on another piece of paper and we'll see how they fit in the next piece of course design.

The New Rich Content Editor (RCE) in Canvas becomes the default option the end of December. There are a couple new features in RCE. One new feature is that you can now make page design more efficient by using horizontal lines to chunk and organize content on your page. To do this you need to be in "edit" view on any Canvas page. Then, expand the Insert menu above the edit icons and select "Horizontal Line." No need to add the html code any longer!



Enjoy the weekend!

Mary