# **Distance Learning Committee (DLC)**

# Report to Academic Senate

# March 4, 2021

## Faculty Facilitators

Need a little last-minute help setting up or refining your online course?  **Faculty Facilitators** are here to help!  Seven faculty experienced in online teaching and Canvas can answer your setup and design questions.  (Note: faculty cannot help you with enrollment or Banner issues.  Contact IT for those questions.)  Faculty facilitators may now be reached through the email **facfac@mtsac.edu**.

Here’s a handy flow chart to help you decide how to seek help!



Faculty Facilitators: facfac@mtsac.edu

[Canvas Faculty Center](https://mtsac.instructure.com/courses/54): Self enroll on the home page (scroll down). https://mtsac.instructure.com/courses/54

Contact Canvas Help via your Canvas Help Icon

## SPOT Report

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Since this graphic was created, a few more people were SPOT certified – there are currently 427.

* Humanities has the largest percentage of SPOT-certified faculty, followed by Business.
* Notable is Continuing Ed. Before the pandemic, there were no SPOT-certified Continuing Ed faculty. Now, they comprise 10% of SPOT certified faculty.

### **Current SPOT Data:**

* 507 SPOT sign-ups since March 2020
* Almost 600 faculty currently in SPOT
* 51 submitted courses in the review queue now

### **SPOT submission “deadlines”**

Use these dates as a guideline for SPOT submission. Actual certification timing depend on original course condition, faculty responsiveness,task completion, and accessibility issues.

* March 1 for certification by summer 2021
* June 1 for certification by fall 2021 (possibly May 1 if SPOT is required for fall)

## SPOT Recertification

* Congratulations to the 136 faculty who achieved recertification by their December 31, 2020 deadline.
* Congratulations to the 16 faculty who have already achieved recertification before their July 31, 2021 deadline.
	+ 7 faculty still have recertification due 7/31/21.
* Three FLEX day sessions were approved for recertification. We will be announcing other recertification sessions soon.
* For updates on recertification, or to submit your evidence, please visit the SPOT Recertification webpage:

<https://www.mtsac.edu/distancelearning/spotrecert.html>

## DL Amendment Forms

* Since March 2020, DL Amendment forms for more than 450 courses have been approved by EDC. An additional 285 have been approved by DLC and are moving to EDC.
* The DL Amendment form faculty workgroup is working through WebCMS submissions. We are on “M.”
	+ The workgroup reviews between 30-40 forms per week.
* Faculty can submit DL Amendment forms either by WebCMS ***OR*** the Smartsheet-linked form. Use WebCMS for FOMA courses. Use either method for “traditional” courses.
* Thank you, faculty, for submitting your forms and for responding to my questions. We are getting through this together!

## AP 4105

The DLC has begun a review of AP 4105, which was last updated 2016. Many regulations have changed and there will need to be substantial revision.

Respectfully submitted,

Carol Impara

Distance Learning Faculty Coordinator