



300 Courses Walked into a Review...



QM
CONNECT
CONFERENCE

Presenter

Pamela Darling-Facio

Director eLearning

Adjunct Faculty

QM Coordinator

QM Course Review Manager

Peer Reviewer



LOCATIONS

- Seven physical campuses
- New virtual campus (iCollin)
- Four centers



STUDENTS

- 56,000 students
- Certificates
- Associate degrees
- Bachelor degrees



PERSONNEL

- 1,412 faculty
- 1,311 staff



Collin College



Online Advisory Board

History

Created in Fall 2006 with 12 faculty. Membership increased as the volume of reviews increased.

Purpose

Reviews online courses to ensure they meet the same standards of quality and rigor as defined for onsite courses.

Members

Collin College faculty who teach online. Each division is represented by a faculty member.
47 members
42 disciplines



eLearning Center

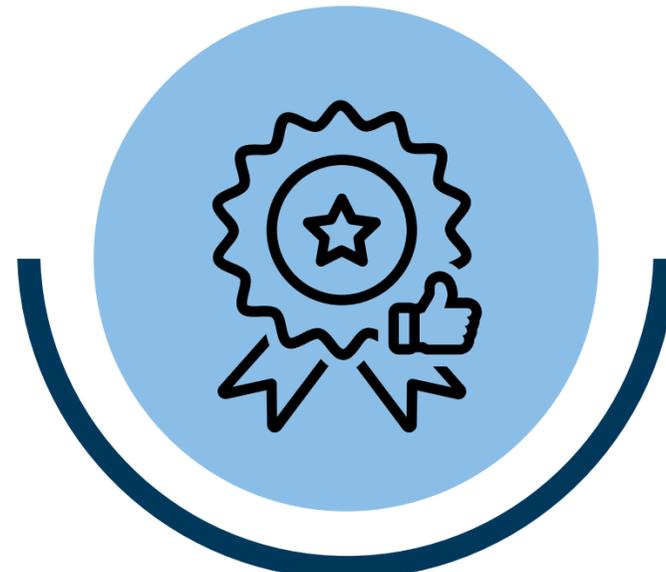
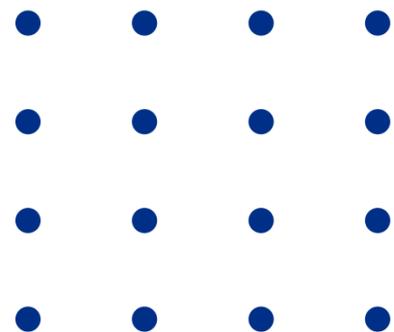
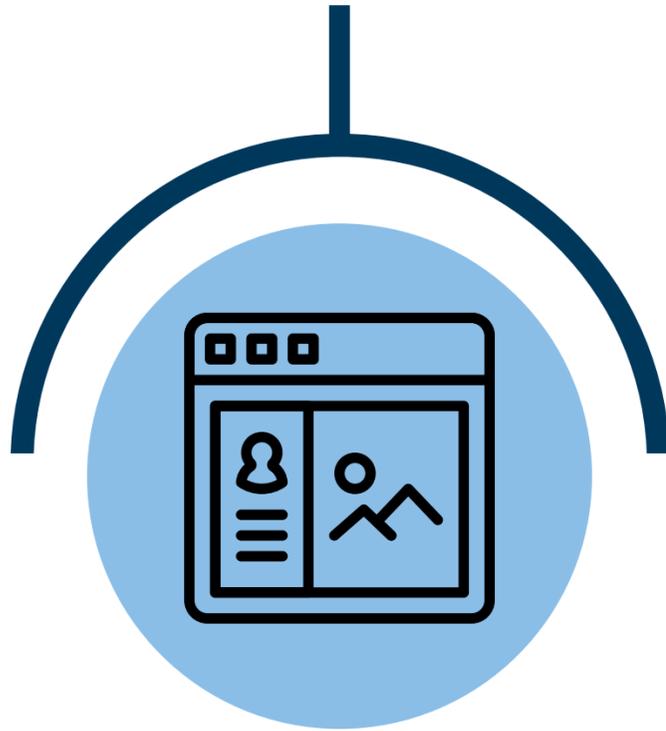
- Creates and supports dynamic, engaging teaching and learning experiences
- Part of the Technology Support Department
- Supports faculty and students:
 - Phone
 - Email
 - In-person
 - Tech Support Zoom room



- Dean of Technology Support
- Director
- Six Instructional Designers
- Manager of Projects and Production
- Four Instructional Technologists
- Four Learning Assistants

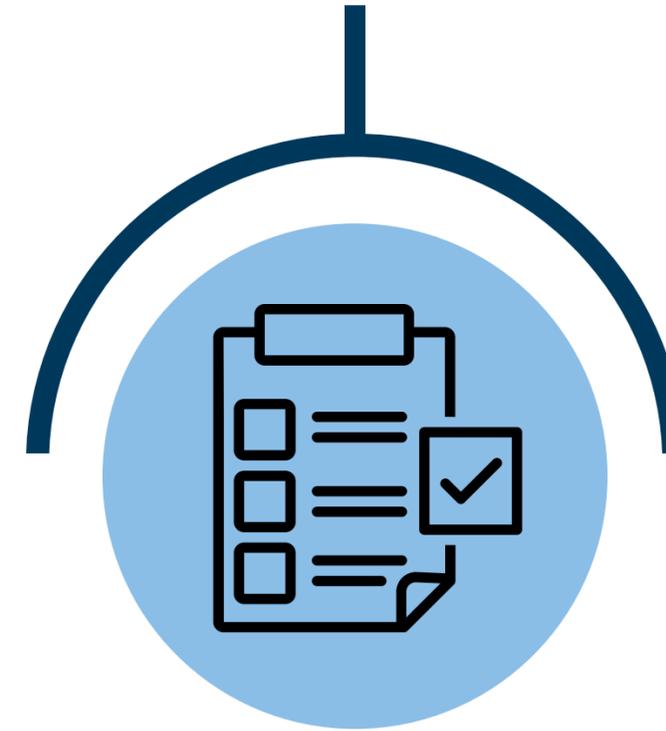
Quality Assurance

Focus on
templates



Fast-track does
not circumvent
quality

Fast-track means we
use standardized
content



Canvas Course Framework

What's Included

- Streamlined navigation
- Information for adopters
 - How to use
 - Publisher links
 - Zoom
- Course information
 - Sample syllabus
 - Core Objectives Assessment Team
- Information for students
 - Student resources
 - Canvas help pages
 - System requirements
 - Proctored exams
- Institutional policies
 - Withdrawal policy
 - Accessibility statements
 - Privacy statements

Canvas Course Framework

Homepage

Canvas Course Framework



Course Name and Number (ie. ENGL 1301.WC1)

Instructor:

Telephone:

Email:

Online Office Hours:

Course Syllabus: See Concourse Syllabus in the Course Navigation

You will find all your course materials, assignments, and quizzes/exams in Modules. Click below to access Modules, or click Modules in the Course Navigation

[Click Here to Get Started](#)

This course includes distance learning components which may contain links to Web sites operated and maintained by other public or private entities. While Collin College instructors provide link information to these sites, the College assumes no responsibility for the privacy practices or the content of such Web sites. It is recommended that users consider the individual privacy policy statements of each web site they visit.

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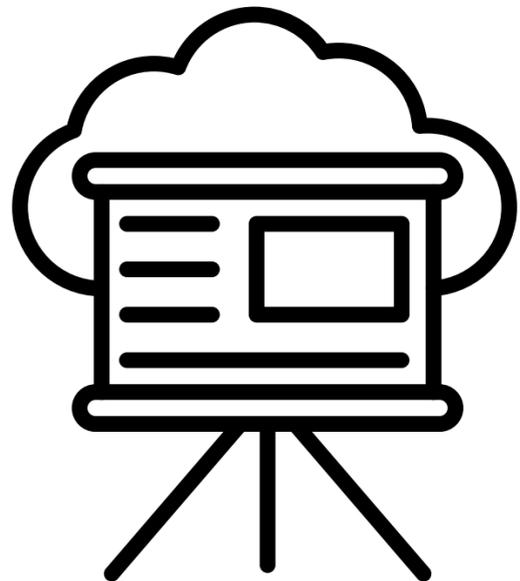
Canvas Course Framework

Student Resources

 Collin College Online Assistance	 The Collin Library Anywhere	 Academic & Personal Support	 Centers for Academic Assistance
 Disability Services ACCESS	 Collin College Counseling Services	 Grammarly Digital Writing Assist	 SmarterMeasure Quiz
 Student Engagement	 Student Handbook	 Canvas Student Guide	 Student Introduction to Canvas
 Academic Advising	 Student Technical Support	 972.881.5870 eLC@collin.edu	

Training Offered by the eLC

- Teaching with Canvas at Collin College
 - Self-paced, online
 - Introduces faculty to best practices and Canvas tools
- Quality Matters Workshops
 - APPQMR
 - IYOC
 - DYOC
- Addressing Accessibility
 - Self-paced, online
 - Two hours, via Zoom



The Pre-Review

1. A template course is approved for development. The lead is notified by the coordinators via email with information about the process.

2. Faculty works with eLC staff to assist in course design and add the Canvas Course Framework to the template.

3. Team member will conduct a self-review in QM using the My Course Review System and the customized rubric.

4. QM Coordinator creates a review application and a preliminary review is conducted by eLC staff.

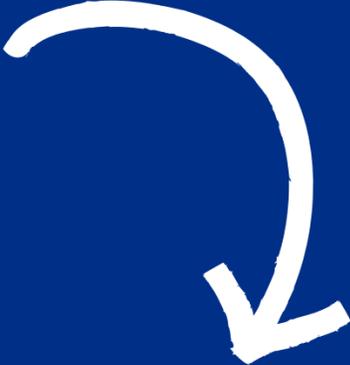
5. Lead faculty completes a Course Worksheet in MyCR to act as a roadmap for the review team.

The Review

6. A review team is assigned to the course: a subject matter expert, a lead (eLC staff members), and a third reviewer.



7. The review team reviews the course as a student and completes the course review using the custom checklist in Quality Matters.



8. The course must meet each required standards at an 85% level; majority rules.

The Post Review

9.

When a course is marked as Standards Met, a final report with suggestions and recommendations is sent to the faculty.

10.

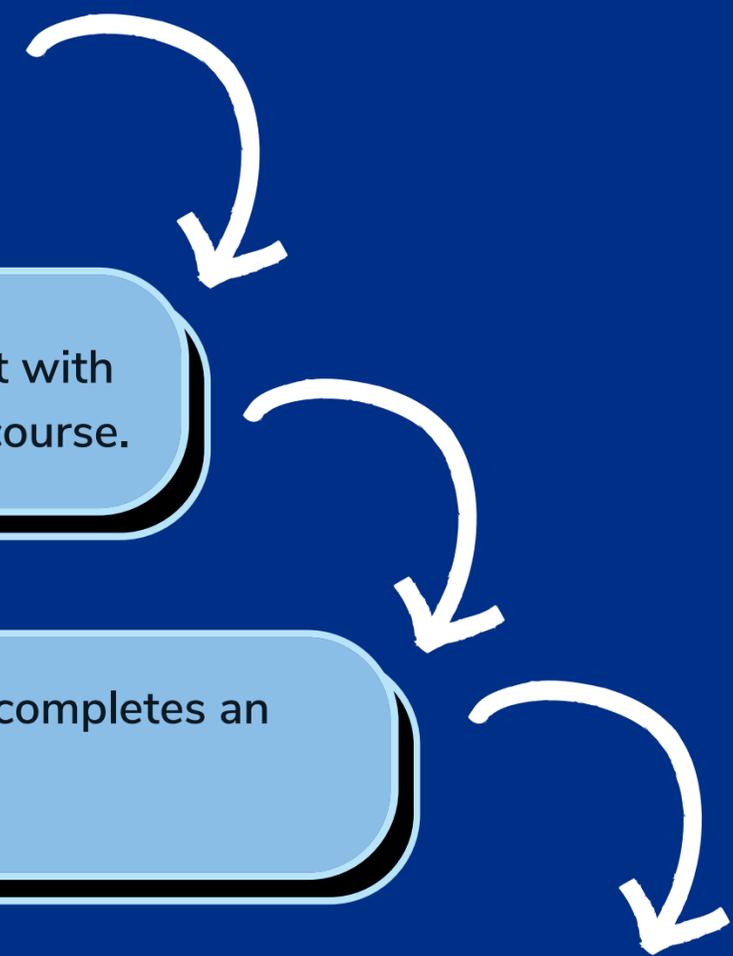
When a course is marked as Not Met, a final report is sent with recommendations. Faculty works with staff to update the course.

11.

When the course has been updated, the faculty completes an amendment form.

12.

The chair of the review will verify the changes and update the status of the review.



Review Rubric (MyCR)

Required Standards

GS 1 - Homepage
2 standards

GS 2 - Information
6 standards

GS 3 - Content
10 standards

GS 4 - Navigation
5 standards

Recommended Standards

GS 5
7 standards

Update Review Rubric (MyCR)

Required Standards

GS - Information
4 standards

GS 2 - Content
7 standards

GS 3 - Navigation
1 standard

Recommended Standards

GS 4
4 standards

Rubric in MyCR



Course Code: Test Review Fall 2022Collin 082322
Course Number: Test Review Fall 2022
Course Name: Fall 2022 Rubric
Rubric: Collin College OAB Course Checklist - Fall 2022 Rubric

Worksheet Progress: 0% Complete

(0 / 0)

Save Worksheet

GS 1

GS 2

GS 3

GS 4

General Standard 1: Course Information

This section includes basic course information. This information is typically found in the Concourse Syllabus or welcome note. A sample welcome note is available in the Canvas Course Framework. Many standards in this section can be marked as met, if the faculty included a PDF copy of the Concourse Syllabus.

STANDARD 1.1

STANDARD 1.1 - (3 Points)
Instructor Interaction

STANDARD 1.2

Met

Not Met

STANDARD 1.3

Annotation:

STANDARD 1.4

The instructor's plan for interacting with learners during the course is clearly stated. Clear standards are set for instructor response and availability, including typical turnaround times to be expected for response to email.

What We Accomplished

May 2020-2022



328 courses reviewed
299 courses met standards



Created policies and procedures to conduct reviews



Compiled and refined an updated course review rubric



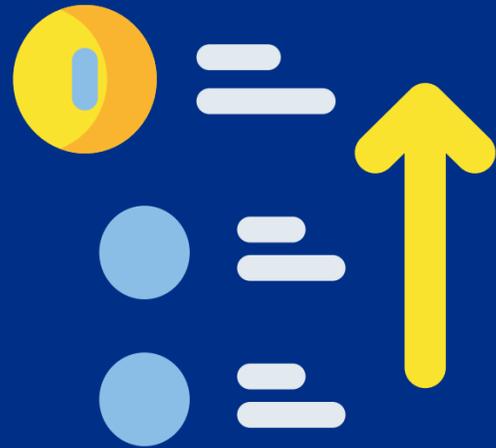
Developed a procedure guide and onboarding program



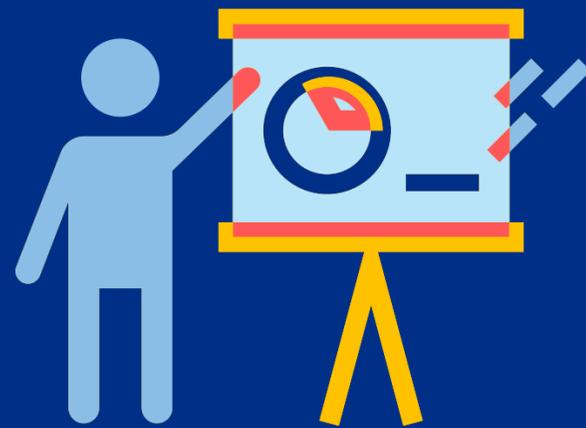
Over 1,100 QM workshops completed and 435 faculty completed Teaching with Canvas



What's Next?



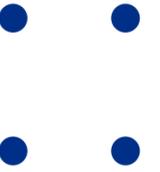
Establish new priorities for reviews creating district templates for all courses offered online.



Update training opportunities for faculty. Create a new self-paced workshop with advanced Canvas tools.



Set up a schedule for cyclical reviews.



Questions?



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