SKY SS PRU Report

2023 - 2024

SKY SS - Center for Transformative Teaching and Learning

Torria Davis

04/16/2024

Program Information

Assessment Unit Information

Program Type

Student Services

Division

Academic Support & Learning Technologies (ASLT)

Assessment Contact

Ame Maloney, Andrea Fuentes, Christopher Collins, Bianca Rowden-Quince

Comprehensive Program Review

2027 - 2028

Program Review Update

Fall 2023,Fall 2025

<div style="background:#1a6b5f;color:white;text-align:center;">2023 - 2024</div>

SKY Student and Learning Support Services Program Review Update

Submitter Name:

Ame Maloney

Submission Date:

03/22/2024

DIVISION:

Academic Support and Learning Technologies (ASLT)

PROGRAM NAME:

Center for Transformative Teaching & Learning

YEAR OF REVIEW

2023-2024

1. PROGRAM STUDENT LEARNING OUTCOMES (PSLOs) RESULTS

i. How frequently were PSLOs assessed for the last three years?

CTTL has not yet established PSLOs, but does regularly collect data for individual programmatic events such as Flex Day programming, Adjunct Symposium Evaluative Feedback, QOTL 1 & 2 Programming, and ZTC Student and Faculty OER Awareness surveys. These are collected regularly, as identified by the relevant program cycle.

Although specific PSLOs have net yet been identified, the CTTL team is working with PRIE to develop first-time, indirect PSLOs for CTTL ans intends to establish CTTL's PSLOs and assessments by the end of Spring 2024 semester, or early Fall 2024 at the latest.

In collaboration with PRIE, we will develop a more comprehensive survey that could focus on the extent faculty are employing the practices, the degree of impact on students, confidence in employing these strategies, needed professional development (e.g, online instruction, equitable grading strategies, culturally relevant instruction, assignment design, etc.).

ii. What have you learned from reviewing the PSLO results? What may account for these results? What are their implications for your programming?

N/A

iii. Are the PSLOs still relevant to your program? If not, what changes might be made?

N/A

iv. Please indicate whether the following tasks have been completed.

Submitted a current assessment calendar to the Office of Planning, Research, and Institutional Effectiveness

No

Updated the Improvement Platform with new and/or changed PSLOs after approval by the appropriate person(s)

No

Updated the program website with new and/or changed PSLOs after approval by the appropriate person(s)

Not Applicable

2. ADDITIONAL INFORMATION

3. The last step is to review the multi-year program goals, update their status, and add resource requests as needed. You can access program goals from the hamburger menu in the upper-left hand corner, Step 2: Goals and Resource Requests.

GOAL

GOAL 1: Offer professional development programming that updates, retrains, and extends the expertise of faculty to meet the needs of diverse learners.

Goal and Desired Impact on Students

Increase faculty expertise and strategies for working with diverse learners across multiple modalities while centering equitable learning outcomes.

Year Initiated

2023 - 2024

Implementation Step(s) and Timelines

Implementation plan

Distance Education
QOTL 1 - offer 25-hr SMCCD Cohorts once per semester

QOTL 2 - offer 25-hr SMCCD Cohorts twice per semester to support DE recertification of online teaching skills and strategies.

Flex Day - offer a minimum of one workshop per college Flex Day (4x) that focuses on DE practices, trends, and regulations, i.e. Regular and Substantive Interactions.

Division/Program Outreach to inform DE curriculum recommendations and policies

Instructional Design
Flex Day - offer a minimum of one workshop per college Flex Day (4x) that focuses on integrating culturally relevant pedagogy, and applying research-based course design strategies and implementation that support equitable learning environments.

Offer self-directed and facilitated learning opportunities on course design principles and strategies, assessment & feedback, and optimizing student learning and engagement (i.e., microcourses, Lunch and Learns).
Division/Program Outreach to inform curriculum and student/program learning outcomes recommendations

Instructional Technology
Flex Day - offer a minimum of one workshop per college Flex Day (4x) that focuses on learning technologies, multimedia support, and technology innovations to support student learning.

Offer self-directed and facilitated learning opportunities on learning technologies, trends, policies, & etc. (i.e., microcourses).

Zero Textbook Cost
Flex Day - offer a minimum of one workshop per college Flex Day (4x) that focuses on OER (adopt/adapt/author), Open Pedagogical Practices, Creative Commons Licensing.

Division/Program/Individual faculty Outreach: Offer tailored workshops, consultations, and updates to inform campus constituents regarding best practices, trends, and policies.

Offer self-directed and facilitated learning opportunities on OER Basics; Finding OER; Copyright, Fair Use, and Creative Commons Licensing; adapting and authoring OER; Open Pedagogical Practices; partnering with college departments (Bookstore, Library, IDs); & etc. (i.e., microcourses, Lunch and Learns).

Measures of Success
Expertise & Strategies in the 4 areas identified above (DE, ID, IT, ZTC):
Track PD offerings in database to document programming cycle
Develop Academic Year program planning cycle
Track faculty participation and event attendance
Successful measure of faculty evaluation outcomes
Survey students about course experience

Mapping
- SKY Strategic Goals: (X - Hightlight Selected)
- Antiracist and Equitable Institution: X
- Increased Student Enrollment: X

- Student Support and Resources: X
- Thriving Environment: X

STATUS

Goal Status Date
03/14/2024
Academic Year Updated
2023 - 2024
Goal Status
On Schedule
Goal Status Narrative
New Goal

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2023 - 2024
Resource Type
Other
Resource Name
Quality Online Teaching and Learning 1 & 2, Certification and Recertification
Resource Description
Learning Management System Basics: To ensure faculty who want to get a head start in understanding the current Learning Management System (LMS) Canvas, a districtwide self-paced pedagogical resource course offering a comprehensive tour of the Canvas Learning Management System must be sustained with both human, pedagogical, and technological resources year round. Specifically designed to acquaint educators with the platform's essential features and tools, Canvas Basics covers a range of topics, from structuring course shells to creating assignments, quizzes, and utilizing grading and communication tools effectively. By completing this self-paced course, faculty members ensure they are well-prepared to engage with Skyline College students in the LMS.

Online Certification: Embarking on a mission to enhance the quality of online education, our institution is dedicated to ensuring that every faculty member is equipped with the essential pedagogical resources and certifications for effective teaching in the digital realm. With a focus on excellence, Quality Online Teaching and Learning (QOTL 1) is a 25-hour LMS and Online Pedagogy training with a submission of an 80% completed course for a consultative review following the OEI Rubric. The funding for QOTL 1 is contractually obligated by the faculty contract, however the human resources necessary to have the training during the summer semester is critical to ensure faculty hired in the summer, but teach in the fall semester will have the ability to certify for teaching in the online modality.

Online Recertification: Moreover, we're committed to continuously monitoring and facilitating recertification through programs like QOTL 2. To support these endeavors, securing funding for both QOTL 2 is imperative, enabling us to sustain and expand our certification as recertification is required every 3 years.

QOTL 1 will serve 30 faculty per academic year. $1,500 per person @ 30 faculty per Academic Year = $45,000;
QOTL 2 will serve 60 faculty per academic year. $1,500 per person @ 60 faculty per Academic Year = $90,000;
Funds Type – Mark all that apply.
Recurring Cost
Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.

[add narrative]

Cost
135,000

Level of need, with 1 being the most pressing
1

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Student, Aides, Hourly, or Temporary Workers

Resource Name
New Faculty Academy - Faculty Hourly Timesheet

Resource Description
A year long faculty cohort developed to support new full-time faculty at Skyline College, foster the highest standards of teaching and learning scholarship, and to encourage the development of institutional cultures and environments that are learning-centered and technologically advanced in support of the Skyline College Promise.

Funds Type – Mark all that apply.
Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
To prepare new full-time faculty for a successful and meaningful career at Skyline College through:
Supportive cohort based community building.
Iterative and ongoing professional development centered on the needs of the participants within the context of student success & completion. For example: contextualizing the tenure process around student success
Connection to faculty support from Center for Transformative Teaching & Learning (CTTL), Academic Senate, and AFT 1493 (Faculty Union) as well as colleagues
Supporting first-time full-time faculty with getting involved on campus and sharing gifts without getting burned out and inviting them to join existing college initiatives.
$1,500 per faculty participant, up to 15 participants, varies based on hiring activities of the college.

Cost
30,000

Level of need, with 1 being the most pressing
1

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Supplies

Resource Name
New Faculty Academy – Supplies and materials

Resource Description
A year long faculty cohort developed to support new full-time faculty at Skyline College, foster the highest standards of teaching and learning scholarship, and to encourage the development of institutional cultures and environments that are learning-centered and technologically advanced in support of the Skyline College Promise.

Funds Type – Mark all that apply.
Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
To prepare new full-time faculty for a successful and meaningful career at Skyline College through:
Supportive cohort based community building.
Iterative and ongoing professional development centered on the needs of the participants within the context of student success & completion. For example: contextualizing the tenure process around student success
Connection to faculty support from Center for Transformative Teaching & Learning (CTTL), Academic Senate, and AFT 1493 (Faculty Union) as well as colleagues
Supporting first-time full-time faculty with getting involved on campus and sharing gifts without getting burned out and inviting them to join existing college initiatives.
Supplies, materials, lunch (equivalent to per diem) $5,000

Cost
9,000

Level of need, with 1 being the most pressing
1

FOR ADMINISTRATIVE USE ONLY
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Supplies

Resource Name
Flex Days Programming - Supplies and materials

Resource Description
Marketing, food, supplies, and other items required for successful hosing of Flex Day events (6-days per academic year)

Funds Type – Mark all that apply.
Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
Ensures ongoing, campus-wide professional learning opportunities over six (6) Flex Day programing events each year; which meet the faculty contractual PD hours requirement and support Slkyline College Goals 1, 2, 3, & 4.

Cost
6,000

FOR ADMINISTRATIVE USE ONLY
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Supplies

Resource Name
Flex Days Programming - Contracted Services

Resource Description
Contracted Services - Flex Day Speakers & Professional Experts

Funds Type – Mark all that apply.

Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
Ensures ongoing, campus-wide professional learning opportunities over six (6) Flex Day programing events each year; which meet the faculty contractual PD hours requirement and support Slkyline College Goals 1, 2, 3, & 4.

Cost
5,000

Level of need, with 1 being the most pressing
1

FOR ADMINISTRATIVE USE ONLY
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Supplies

Resource Name
Adjunct Symposium - Supplies and Materials

Resource Description
Marketing, food, supplies required to support annual Adjunct Symposium one-day event at Skyline

Funds Type – Mark all that apply.
Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
Resource ensures contextual and relevant professional learning opportunities for Skyline College adjunct faculty, offered as a 1-day conference-style event; supports Skyline Goals: 1, 2, 3, & 4

Cost
7,500

Level of need, with 1 being the most pressing
1

FOR ADMINISTRATIVE USE ONLY
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Student, Aides, Hourly, or Temporary Workers

Resource Name
Adjunct Symposium - Faculty Hourly Timesheets

Resource Description
Hourly adjunct pay required to support part-time faculty participation in annual Adjunct Symposium one-day event at Skyline

Funds Type – Mark all that apply.
Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
Resource ensures contextual and relevant professional learning opportunities for Skyline College adjunct faculty, offered as a 1-day conference-style event; supports Skyline Goals: 1, 2, 3, & 4

Cost
47,500

Level of need, with 1 being the most pressing
1

<u>**FOR ADMINISTRATIVE USE ONLY**</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Contract Services

Resource Name
Adjunct Symposium - Contracted Services

Resource Description
Contracted services - Guest Speakers & Professional Experts

Funds Type – Mark all that apply.
Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
Resource ensures contextual and relevant professional learning opportunities for Skyline College adjunct faculty, offered as a 1-day conference-style event; supports Skyline Goals: 1, 2, 3, & 4

Cost
5,000

<u>**FOR ADMINISTRATIVE USE ONLY**</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Student, Aides, Hourly, or Temporary Workers

Resource Name
Skyline ZTC-OER Adopter Program - Faculty Timesheet

Resource Description
FT and PT Faculty who are actively developing courses to ZTC/OER by replacing traditional fee-based textbooks (curriculum review, curation, authoring, course redesign); activities will result in ZTC (no-cost to all students). Course conversion of 12 or more single courses per academic year. Includes ZTC Early Adopter course project payout rates: Adopt ZTC/OER $500; Adapt OER $2000, Author New OER $5000.

Funds Type – Mark all that apply.
Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.

SG1: Supports and facilitates faculty use of Open Educational Resources (OER) and Zero Textbook Cost materials, as well as the implementation of Open Pedagogical Practices that promote culturally responsive teaching and learning practices and contextualized curriculum; SG2: Reduces, and in some cases eliminates, educational cost barriers to students by providing no-cost textbooks and course materials, available day-one of class & Develops Zero Textbook Cost degree and/or certificate pathways to student completion; SG3: Cultivates strategic partnerships with student services program; SG5: ZTC and OER development facilitates/encourages information and knowledge sharing across disciplines, collaboration and partnerships, supports students as authors and creators of content; SG6: Faculty adoption and implementation of Open Educational Resource and Library Electronic Resources makes program and initiative $$$ go further. ZTC implementation supports Promise Scholars Program, Dual Enrollment Program, and now SMCCCD Free College; SG6: Faculty adoption and implementation of Open Educational Resource and Library Electronic Resources makes program and initiative $$$ go further. ZTC implementation supports Promise Scholars Program, Dual Enrollment Program, and now SMCCCD Free College. One-time faculty ZTC course development funds and library electronic resource purchases/subscriptions pass through zero-cost course materials to students and mitigate cost to the institution, in perpetuity. ZTC and OER use eliminates recurring college and district expenditures for course materials to for-profit publishers, thereby supports institutional fiscal responsibility.

Cost
40,000

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Supplies

Resource Name
Open Education Week Supplies

Resource Description
Marketing, supplies, resources that support week-long Skyline OER Awareness events, including student outreach, workshops, and materials

Funds Type – Mark all that apply.
Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
SG1: Supports and facilitates faculty use of Open Educational Resources (OER) and Zero Textbook Cost materials, as well as the implementation of Open Pedagogical Practices that promote culturally responsive teaching and learning practices and contextualized curriculum; SG2: Reduces, and in some cases eliminates, educational cost barriers to students by providing no-cost textbooks and course materials, available day-one of class & Develops Zero Textbook Cost degree and/or certificate pathways to student completion; SG3: Cultivates strategic partnerships with student services program; SG5: ZTC and OER development facilitates/encourages information and knowledge sharing across disciplines, collaboration and partnerships, supports students as authors and creators of content; SG6: Faculty adoption and implementation of Open Educational Resource and Library Electronic Resources makes program and initiative $$$ go further. ZTC implementation supports Promise Scholars Program, Dual Enrollment Program, and now SMCCCD Free College.

Cost
3,000

Level of need, with 1 being the most pressing
2

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Instructional Equipment

Resource Name
Computers and iPads

Funds Type – Mark all that apply.
One-time Cost

GOAL

GOAL 2: Develop the quality and success metrics for CTTL programming. (i.e., survey tracking, qualitative and quantitative data)

Goal and Desired Impact on Students
Acquisition, collection, and analysis of accurate data to evaluate and improve CTTL program offerings.

Year Initiated
2023 - 2024

Implementation Step(s) and Timelines

Implementation Plan:

Distance Education
Retention Rates: Monitor the percentage of students who continue and successfully complete their online courses compared to the total number of enrolled students.

Course Completion Rates: Evaluate the percentage of students who finish the entire online course or program, providing insights into the effectiveness of the curriculum and instructional design.

Consultative reviews: Online courses receive a review utilizing the OEI Rubric to ensure Course Design, Communication, Assessment, Accessibility.

Training/Workshop Survey: Use survey response to measure overall areas Ask participants to evaluate various aspects of the workshop, including the content, delivery, relevance, and usefulness. Evaluate the extent to which participants have achieved the intended learning outcomes or objectives of the workshop. (this can be used in all areas)

Instructional Design
Faculty Consultation Survey: Use survey responses to measure overall areas of support, satisfaction levels, and among faculty members.

Training/Workshop Survey: Use survey response to measure overall areas Ask participants to evaluate various aspects of the workshop, including the content, delivery, relevance, and usefulness. Evaluate the extent to which participants have achieved the intended learning outcomes or objectives of the workshop. (this can be used in all areas).

Instructional Technology
Technology Utilization Metrics: Assess the usage of technology tools and platforms, such as learning management systems, virtual classrooms, and collaborative software, to ensure effective integration and adoption.

Training/Workshop Survey: Use survey response to measure overall areas Ask participants to evaluate various aspects of the workshop, including the content, delivery, relevance, and usefulness. Evaluate the extent to which participants have achieved the intended learning outcomes or objectives of the workshop. (this can be used in all areas)

Zero Textbook Cost
Training/Workshop Survey: Use survey response to measure overall areas Ask participants to evaluate various aspects of the workshop, including the content, delivery, relevance, and usefulness. Evaluate the extent to which participants have achieved the intended learning outcomes or objectives of the workshop. (this can be used in all areas)

Desired Impact on Students

Distance Education
Increased retention rates indicate that students are finding value in the online learning experience, motivating them to stay committed and achieve their educational goals. Students feel supported and engaged throughout their online courses, leading to a higher likelihood of continuing and successfully completing their studies.

Instructional Design
The Faculty Consultation Survey aims to enhance students' educational experience by ensuring that faculty members have the necessary support and resources. By measuring satisfaction levels and areas of support among faculty, the survey helps identify opportunities for improvement in teaching quality and student engagement.

Ultimately, this leads to a more enriching and effective learning environment for students, as faculty are better equipped to meet their needs and facilitate their academic success.

Instructional Technology
Effective utilization of technology tools and platforms aims to enhance students' digital literacy, fostering proficiency in navigating online learning environments. By promoting engagement, participation, and collaboration, integrated technology enhances the overall learning experience, making course materials more accessible and interactive. This not only improves academic performance but also equips students with valuable skills for future academic and professional endeavors, preparing them for success in an increasingly digital world.

Zero Textbook Cost
see implementation plan:
https://docs.google.com/document/d/15D8gs7bc9yJ8BHHPfAU3wzhKgXDzlpRA48NlPa1qnko/edit?usp=sharing

Implementation Steps(s) and Timelines
Implementation step(s) may include intended changes, professional development, and/or further inquiry.

Distance Education
Define Metrics: Clearly define what constitutes retention and successful completion. Determine the specific criteria for measuring these rates, such as the duration of enrollment or completion of key milestones.

Data Collection: Establish a system for tracking student enrollment, progress, and completion. Utilize learning management system (LMS) analytics in Canvas or dedicated tracking software to gather relevant data from the PRIE office.

Regular Monitoring: Set up a schedule for regularly monitoring retention rates throughout the duration of each course or program. Ideally this would involve semesterly reviews.

Identify Factors: Analyze retention rates to identify any patterns or factors influencing student persistence. Factors to consider: course difficulty, instructor effectiveness, student support services, and technical issues.

Interventions: Implement targeted interventions to support students at risk of dropping out. This could include personalized outreach, additional tutoring or mentoring, or adjustments to course structure or content.

Continuous Improvement: Use insights from retention rate data to make ongoing improvements to course design, delivery, and support services. Continuously iterate and refine strategies to optimize student retention and success.

Instructional Design
Define Metrics: Clearly define survey objectives, encompassing satisfaction measurement, identification of support areas, and gathering feedback on faculty experience.

Data Collection: Gather survey responses after faculty consultations systematically. Clearly communicate the purpose and importance of the survey to faculty members, emphasizing the value of their feedback in improving support services and satisfaction levels.

Analyze Data: Analyze survey responses to identify trends, patterns, and areas requiring attention. Compare responses across different demographic groups to identify disparities or specific areas of concern.

Continuous Improvement: Develop Action Plans: Based on survey findings, develop actionable strategies and initiatives to address identified areas of support and satisfaction among faculty members.

Instructional Technology
Define Metrics: Determine which aspects of technology utilization are essential to measure, such as frequency of usage, features accessed, and user engagement.

Data Collection: (1) Set up automated tracking systems within technology platforms to collect usage data in real-time, capturing metrics such as login frequency, duration of use, and feature utilization. (2) Administer surveys to users to gather qualitative feedback on their experiences with technology tools, including usability, effectiveness, and areas for improvement.

Analyze Data: Analyze the data to identify patterns, trends, and correlations in technology usage, highlighting areas of effective integration and opportunities for improvement.

Monitor and Evaluate: Continuously monitor technology utilization metrics over time to track progress and assess the impact of implemented strategies.

Zero Textbook Cost
Define Metrics: Clearly define what constitutes ZTC and LTC. Determine the specific criteria for measuring these rates, such as the duration of enrollment or completion of key milestones.

Data Collection: Establish a system for tracking student enrollment, progress, and completion. Utilize Banner analytics or dedicated tracking software to gather relevant data from the PRIE office.

Regular Monitoring: Set up a schedule for regularly monitoring ZTC course implementation, student enrollment count, success metrics, & etc.

Identify Factors: Analyze data to identify any patterns, trends, or factors influencing student persistence.
Interventions: Implement targeted interventions to support students. This could include personalized outreach, technology loans through the Skyline Library, assistive technology, or making course material available in alternative formats in partnership with EAC, Bookstore.

Continuous Improvement: Use insights from enrollment, retention rate data to make ongoing improvements to ZTC course design, delivery, and support services. Continuously iterate and refine strategies to optimize student retention and success.

Measures of success
Expertise & Strategies in the 4 areas identified above (DE, ID, IT, ZTC):
Tracking retention/success rates for online, ZTC, and CidiLabs (...) classes as compared to college-wide data (DE)
Measuring satisfaction levels via faculty consultation surveys
Conducting training & workshop surveys to evaluate content and facilitation
Tracking frequency and topic(s) of individual consultative meetings

Mapping
- SKY Strategic Goals: (X - Hightlight Selected)
- Fiscal Stability: X
- Student Support and Resources: X
- Thriving Environment: X

STATUS

Goal Status Date
03/14/2024
Academic Year Updated
2023 - 2024
Goal Status
On Schedule

Goal Status Narrative
New Goal

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2023 - 2024
Resource Type
Student, Aides, Hourly, or Temporary Workers
Resource Name
CTTL Data Support & Recording/Reporting Strategy – Professional Expert(s)
Resource Description
Personnel to establish data tracking, analysis, software set up, & etc.
Funds Type – Mark all that apply.
Recurring Cost
Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
Need to track and report data to measure effectiveness of all aspects of CTTL programming. Could work in conjunction with IA-II to develop spreadsheets and create charts, analyze success metrics and develop ways to track them.
Cost
50,000
Level of need, with 1 being the most pressing
1
FOR ADMINISTRATIVE USE ONLY

GOAL

GOAL 3: Engage/Participate in professional learning that updates, retrains, and extends the expertise of CTTL faculty and staff to meet the needs of diverse learners.
Goal and Desired Impact on Students
See below as Student Impact varies by CTTL sub-program
Year Initiated
2023 - 2024
Implementation Step(s) and Timelines

Student Impact

Distance Education
Attending the Drivers of Educational Technology in California Higher Education (DET/CHE) conference would impact students by exposing educators to advancements in instructional technology, multimedia, and open learning. This could lead to the adoption of innovative teaching methods and tools that enhance the online learning experience, ultimately benefiting students through improved engagement and academic outcomes.

Participating in the Online Learning Consortium (OLC) conference would benefit students as educators collaborate to advance quality digital teaching and learning experiences. By sharing best practices and innovative strategies, educators can refine their online teaching methods, leading to more effective and engaging learning experiences for students, better meeting the needs of the modern learner.

Attending the Online Teaching Conference (OTC) would directly impact students by providing educators with opportunities to network, share knowledge, and develop professionally in online instruction, pedagogy, and technology. Through these interactions, educators can gain insights into effective online teaching practices, ultimately leading to improved online instruction, learning outcomes, and student success.

Instructional Design
Participating in the Online Learning Consortium (OLC) conference would benefit students as educators collaborate to advance quality digital teaching and learning experiences. By sharing best practices and innovative strategies, educators can refine their online teaching methods, leading to more effective and engaging learning experiences for students, better meeting the needs of the modern learner.

Attending the Online Teaching Conference (OTC) would directly impact students by providing educators with opportunities to network, share knowledge, and develop professionally in online instruction, pedagogy, and technology. Through these interactions, educators can gain insights into effective online teaching practices, ultimately leading to improved online instruction, learning outcomes, and student success.

Instructional Technology
Attending the Online Teaching Conference (OTC) would directly impact students by providing educators with opportunities to network, share knowledge, and develop professionally in online instruction, pedagogy, and technology. Through these interactions, educators can gain insights into effective online teaching practices, ultimately leading to improved online instruction, learning outcomes, and student success.

Zero Textbook Cost
Attending the Open Education Conference would positively impact students by promoting the use of open educational resources (OER), open pedagogy, and inclusive education initiatives. Educators who attend can gain insights into how to create accessible, affordable, and equitable learning materials and environments, benefiting students from diverse backgrounds. By implementing open education practices learned at the conference, educators can enhance student access to high-quality educational resources and foster an inclusive learning environment conducive to academic success.

Participating in Open Education Global would benefit students by advancing sustainable systemic change and open policies within the education ecosystem. Through knowledge exchange and collaboration, educators can contribute to the development of open education initiatives that prioritize student accessibility, affordability, and inclusivity. By connecting local open education efforts to global ones, educators can leverage collective expertise and resources to improve educational opportunities for students worldwide.

Implementation Steps

Distance Education

Attend a range of professional learning opportunities, including but not confined to those listed below:
Drivers of Educational Technology in California Higher Education (DET/CHE): provides professional growth and shares ideas to advance the fields of instructional technology, multimedia, and open learning.

Online Learning Consortium (OLC): collaborative community of higher education leaders and innovators, dedicated to advancing quality digital teaching and learning experiences to reach and engage the modern learner.

Online Teaching Conference (OTC): premier gathering of educators who are leading the way in developing innovative and effective online education. As an inter-segmental conference focused on curriculum, pedagogy and technology to improve online instruction, learning, and student success, the Online Teaching Conference is an opportunity for educators to network with colleagues, connect, share knowledge, impart and receive best practices, and develop professionally.

Instructional Design
Attend a range of professional learning opportunities, including but not confined to those listed below:
Online Teaching Conference

Online Learning Consortium

NCORE

Instructional Technology
Attend a range of professional learning opportunities, including but not confined to those listed below:
Online Teaching Conference

Educause

TBA

Zero Textbook Cost
Attend a range of professional learning opportunities, including but not confined to those listed below:
Open Education Conference: annual convening for sharing and learning about open educational resources, open pedagogy, and open education initiatives in order to uplift education ecosystems that are accessible, affordable, equitable and inclusive to everyone, regardless of background.

Open Education Global: steward of open education within the education ecosystem to foster knowledge exchange, advance sustainable systemic change and open policies, amplify impact, and connect local open education efforts to global ones.

And a lot more: ZTC Conferences:
https://docs.google.com/spreadsheets/d/1ALTdRKF1V7o_HgKOYEvHDIiBDXKYnB67Nk5MlHfAjFo/edit?pli=1#gid=0

Mapping
- SKY Strategic Goals: (X - Hightlight Selected)
- Antiracist and Equitable Institution: X
- Civic Mindedness Cultivation: X
- Fiscal Stability: X
- Student Support and Resources: X
- Thriving Environment: X

STATUS

Goal Status Date
03/14/2024

Academic Year Updated
2023 - 2024

Goal Status
On Schedule

Goal Status Narrative
New Goal

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Other

Resource Name
Conference Attendance Fund

Resource Description
The CTTL team is tasked with transforming teaching and learning; it is essential that our team to remain up to date on the latest developments in open educational resources, ZTC, Distance Education, use of AGI in education, culturally responsive pedagogy, and instructional design, as well as other emerging trends, technologies, and legislative measure as they pertain to CA community college higher education teaching and learning.

Funds Type – Mark all that apply.
Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
By ensuring CTTL Team Members are up-to-date, informed, and engaging in professional development and up to date with state and national legislation prior to facilitating campus professional learning opportunities such as Flex Day, Adjunct Symposium, New Faculty Academy, Open Educational Resources, this request directly supports Strategic Goal 3: Ensure that all students have the support and resources needed to achieve their educational goals and Strategic Goal 5: Foster a thriving learning and work environment and ensures the college meets Professional Development Flex requirements for the State of California.
6 team members @ 2 conferences per year ~ $30000

Cost
30,000

Level of need, with 1 being the most pressing
1

FOR ADMINISTRATIVE USE ONLY

GOAL

GOAL 4: Provide human, technological, and pedagogical resources to support employees with delivering instruction and services that meet the needs of our students.

Goal and Desired Impact on Students
Ensure that students have robust learning experiences regardless of modality.
Support growing number of students choosing online, blended, and/or ZTC learning modalities.
Increase student access and eliminate equity gaps in post-secondary education

Year Initiated
2023 - 2024

Implementation Step(s) and Timelines

Distance Education
Learning Management System Basics: To ensure faculty who want to get a head start in understanding the current Learning Management System (LMS) Canvas, a districtwide self-paced pedagogical resource course offering a comprehensive tour of the Canvas Learning Management System must be sustained with both human, pedagogical, and technological resources year round. Specifically designed to acquaint educators with the platform's essential features and tools, Canvas Basics covers a range of topics, from structuring course shells to creating assignments, quizzes, and utilizing grading and communication tools effectively. By completing this self-paced course, faculty members ensure they are well-prepared to engage with Skyline College students in the LMS.

Online Certification: Embarking on a mission to enhance the quality of online education, our institution is dedicated to ensuring that every faculty member is equipped with the essential pedagogical resources and certifications for effective teaching in the digital realm. With a focus on excellence, Quality Online Teaching and Learning (QOTL 1) is a 25-hour LMS and Online Pedagogy training with a submission of an 80% completed course for a consultative review following the OEI Rubric. The funding for QOTL 1 is contractually obligated by the faculty contract, however the human resources necessary to have the training during the summer semester is critical to ensure faculty hired in the summer, but teach in the fall semester will have the ability to certify for teaching in the online modality.

Online Recertification: Moreover, we're committed to continuously monitoring and facilitating recertification through programs like QOTL 2. To support these endeavors, securing funding for both QOTL 2 is imperative, enabling us to sustain and expand our certification as recertification is required every 3 years.

Instructional Design
Technological Resources: Roll out the CIdi Design Labs product with training and pilot participants, with the goal of at least 1 course per department using the program in next year.

Pedagogical Resources: Train 16 equity coaches and attain 10% of tenured or tenure track faculty participating in Equity Scholars program by 2025.
Instructional Technology
Technological Resources: Increase utilization of video production services.

Human Resources: Offer monthly trainings on new/underutilized technologies such as PlayPosit, Canvas, and Panopto.

Zero Textbook Cost
Increase the number of courses/instructors using ZTC/OER by 6% over 5 years from 2022-2023 baseline.
Measurable Long-term Program Goals per EMP, pg. 36
https://skylinecollege.edu/prie/assets/documents/emp/new_logo_emp/2023_EducationMasterPlan_booklet-FINAL_newlogo-pages.pdf

Implementation Steps/Timeline
Distance Education

Instructional Design
Hold Cidi Design Labs workshops on Flex Day and elsewhere
Host 1st online equity mentee course beginning March 2024
Follow cohort through Summer 2024
Rinse and Repeat for Fall 2024

Instructional Technology
Schedule and promote monthly workshops.
Attend Flex Day, Faculty Mixer, to promote video/audio studio

Finalize Technology Plan

Zero Textbook Cost
Reduce or eliminate educational costs for students by providing no-cost textbooks and course materials, available day-one of class through professional learning opportunities, library support, and outreach
Facilitate/Promote faculty use of Open Educational Resources (OER) and implementation of Open Pedagogical Practices and DEI in Curriculum: Model Principles and Practices in ZTC course development.
Collaborate with program faculty and administrators to develop and offer to students Zero Textbook Cost Pathways to degree and certificate completion.

Mapping
- SKY Strategic Goals: (X - Hightlight Selected)
- Antiracist and Equitable Institution: X
- Fiscal Stability: X
- Increased Student Enrollment: X
- Student Support and Resources: X
- Thriving Environment: X

STATUS

Goal Status Date
03/14/2024
Academic Year Updated
2023 - 2024
Goal Status
On Schedule
Goal Status Narrative
New Goal

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2023 - 2024
Resource Type
Classified Professional/Administrator Position (permanent)
Resource Name
ZTC Program Director
Resource Description
Coordinates ZTC Budget oversight & management; Provides direct oversight and leads direction of all aspects of academic and instructional ZTC/OER program workflows, strategic planning, as well as integration into Ed Master plan @ Skyline; oversees student impact data collection, analysis, & reporting; Recommend and participate in the implementation of staff development programs for ZTC/OER faculty and staff; Coordinate the preparation of catalog and brochure materials for Z-degree and certificate programs; Provide articulation/liaison with other college divisions, services, student groups and off-campus institutions and groups; Leads ZTC Operational Work Group; and liaises with College & District Administration regarding ZTC @ Skyline/SMCCCD throughout a 12-month cycle.
Funds Type – Mark all that apply.
Recurring Cost
Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.

The inception of this role would immediately life these responsibilities off of the Faculty Services Librarian allowing that position to engage fully in contractual and position description work. Additionally, this resource supports Skyline College G1: Supports and facilitates faculty use of Open Educational Resources (OER) and Zero Textbook Cost materials, as well as the implementation of Open Pedagogical Practices that promote culturally responsive teaching and learning practices and contextualized curriculum; SG2: Reduces, and in some cases eliminates, educational cost barriers to students by providing no-cost textbooks and course materials, available day-one of class & Develops Zero Textbook Cost degree and/or certificate pathways to student completion; SG3: Cultivates strategic partnerships with student services program; SG5: ZTC and OER development facilitates/encourages information and knowledge sharing across disciplines, collaboration and partnerships, supports students as authors and creators of content; SG6: Faculty adoption and implementation of Open Educational Resource and Library Electronic Resources makes program and initiative $$$ go further. ZTC implementation supports Promise Scholars Program, Dual Enrollment Program, and now SMCCCD Free College; SG6: Faculty adoption and implementation of Open Educational Resource and Library Electronic Resources makes program and initiative $$$ go further. ZTC implementation supports Promise Scholars Program, Dual Enrollment Program, and now SMCCCD Free College. One-time faculty ZTC course development funds and library electronic resource purchases/subscriptions pass through zero-cost course materials to students and mitigate cost to the institution, in perpetuity. ZTC and OER use eliminates recurring college and district expenditures for course materials to for-profit publishers, thereby supports institutional fiscal responsibility.

Cost
150,000

Level of need, with 1 being the most pressing
1

FOR ADMINISTRATIVE USE ONLY
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Classified Professional/Administrator Position (permanent)

Resource Name
Staff Assistant

Resource Description
[Add narrative]

Funds Type – Mark all that apply.
Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
[Add narrative from prior personnel requests]

Cost
150,000

Level of need, with 1 being the most pressing
1

FOR ADMINISTRATIVE USE ONLY
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2023 - 2024

Resource Type
Other

Resource Name

Quality Online Teaching and Learning 1 & 2

Resource Description

Learning Management System Basics: To ensure faculty who want to get a head start in understanding the current Learning Management System (LMS) Canvas, a districtwide self-paced pedagogical resource course offering a comprehensive tour of the Canvas Learning Management System must be sustained with both human, pedagogical, and technological resources year round. Specifically designed to acquaint educators with the platform's essential features and tools, Canvas Basics covers a range of topics, from structuring course shells to creating assignments, quizzes, and utilizing grading and communication tools effectively. By completing this self-paced course, faculty members ensure they are well-prepared to engage with Skyline College students in the LMS.

Online Certification: Embarking on a mission to enhance the quality of online education, our institution is dedicated to ensuring that every faculty member is equipped with the essential pedagogical resources and certifications for effective teaching in the digital realm. With a focus on excellence, Quality Online Teaching and Learning (QOTL 1) is a 25-hour LMS and Online Pedagogy training with a submission of an 80% completed course for a consultative review following the OEI Rubric. The funding for QOTL 1 is contractually obligated by the faculty contract, however the human resources necessary to have the training during the summer semester is critical to ensure faculty hired in the summer, but teach in the fall semester will have the ability to certify for teaching in the online modality.

Online Recertification: Moreover, we're committed to continuously monitoring and facilitating recertification through programs like QOTL 2. To support these endeavors, securing funding for both QOTL 2 is imperative, enabling us to sustain and expand our certification as recertification is required every 3 years.

Summer facilitators hourly (1) * Step 10 at lecture rate $128.08 * 50= $6,404
Summer facilitators hourly (2) * Step 10 at lecture rate $128.08 * 50= $12,808

Funds Type – Mark all that apply.

Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.

[Add narrative]

Cost

19,212

Level of need, with 1 being the most pressing

1

<u>FOR ADMINISTRATIVE USE ONLY</u>

Resource Request

Division Name

Academic Support and Learning Technologies (ASLT)

Year of Request

2023 - 2024

Resource Type

Subscription Fees

Resource Name

Padlet licensing

Resource Description

[add narrative]

Funds Type – Mark all that apply.

Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.

[add narrative]

Cost
3,500
Level of need, with 1 being the most pressing
2
FOR ADMINISTRATIVE USE ONLY
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2023 - 2024
Resource Type
Subscription Fees
Resource Name
Generative AI licenses; paid version
Resource Description
Stay abreast of all things AI and education
Perplexity AI Pro, $200/user per year
ChatGPT Pro, $240/user per year
For six (6) users
Funds Type – Mark all that apply.
Recurring Cost
Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
[add narrative]
Cost
2,640
Level of need, with 1 being the most pressing
2
FOR ADMINISTRATIVE USE ONLY

GOAL

DISCONTINUED Goal 1: Develop the scope, quality, accessibility, and accountability of CTTL programming that prepares Skyline College employees to meet their professional development goals as well as the needs of our students.

Goal and Desired Impact on Students
Develop the scope, quality, accessibility, and accountability of CTTL programming that prepares Skyline College employees to meet their professional development goals as well as the needs of our students. (SCG 1*).

Year Initiated
2018 - 2019
Mapping
- SKY College Values: (X - Selected)
- Academic Excellence: X
- Campus Climate: X
- Open Access: X
- Social Justice: X
- Student Success and Equity: X

STATUS

Goal Status Date
03/20/2023
Academic Year Updated
2023 - 2024

Goal Status
Discontinued
Goal Status Narrative
Change in administrative leadership; goals and priorities have been revised 2023-2024.

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2022 - 2023
Resource Type
Supplies
Resource Name
Operational Needs
Software for CTTL - $2500
Funds Type – Mark all that apply.
Recurring Cost
Cost
2,500
Level of need, with 1 being the most pressing
1
FOR ADMINISTRATIVE USE ONLY
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2022 - 2023
Resource Type
Technology
Resource Name
iPad Initiative
Resource Description
Prior to the pandemic we provided iPads to faculty as part of NFA to explore transformative teaching and learning; we would like to regain that
Funds Type – Mark all that apply.
Recurring Cost
Cost
9,000
Level of need, with 1 being the most pressing
2
FOR ADMINISTRATIVE USE ONLY
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2022 - 2023
Resource Type
Supplies
Resource Name
New Faculty Academy Support Kits
Resource Description

Tools & Materials to support NFA

Funds Type – Mark all that apply.
Recurring Cost

Cost
3,500

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Supplies

Resource Name
ZTC Event Support

Resource Description
Funding to continue to provide supports for our local and statewide ZTC/OER communities through events & outreach

Funds Type – Mark all that apply.
Recurring Cost

Cost
2,500

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Other

Resource Name
CTTL Data Support & Recording/Reporting Strategy

Resource Description
Need expertise to develop a data strategy so our efforts in CTTL can be recognized in reporting structures like PRU

Funds Type – Mark all that apply.
One-time Cost

Cost
33,000

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Technology
Resource Name
CTTL Data Support & Recording/Reporting Strategy
Resource Description
Technology to support the data plan developed with outside expertise
Funds Type – Mark all that apply.
Recurring Cost
Cost
7,500
Level of need, with 1 being the most pressing
1
FOR ADMINISTRATIVE USE ONLY

GOAL

DISCONTINUED Goal 2: Take a leadership role in promoting professional learning and development among community colleges in our region.
Goal and Desired Impact on Students
Take a leadership role in promoting professional learning and development among community colleges in our region. (SCG 3, 6*).
Year Initiated
2018 - 2019
Mapping
- SKY College Values: (X - Selected)
- Academic Excellence: X
- Campus Climate: X
- Open Access: X
- Participatory Governance: X
- Social Justice: X
- Student Success and Equity: X

STATUS

Goal Status Date
03/20/2023
Academic Year Updated
2023 - 2024
Goal Status
Discontinued
Goal Status Narrative
Change in administrative leadership; goals and priorities have been revised 2023-2024.

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2022 - 2023
Resource Type
Student, Aides, Hourly, or Temporary Workers
Resource Name
Funding for QOTL Facilitation
Resource Description

Monies to support the regular instruction necessary for our online teaching certification

Funds Type – Mark all that apply.
Recurring Cost

Cost
16,000

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Student, Aides, Hourly, or Temporary Workers

Resource Name
QOTL Hourly Completion Summer

Resource Description
Funds for participants in our QOTL training. Accreditation requires faculty to have PD on online teaching every three years. With 60% of faculty teaching online, 20% of our faculty will need training every year.

Funds Type – Mark all that apply.
Recurring Cost

Cost
120,000

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Student, Aides, Hourly, or Temporary Workers

Resource Name
ZTC Micro Course Completion & Canvas Commons Loading

Resource Description
Finish the development of our ZTC micro courses for the Canvas Commons

Funds Type – Mark all that apply.
One-time Cost

Cost
16,000

Level of need, with 1 being the most pressing
2

<u>FOR ADMINISTRATIVE USE ONLY</u>

GOAL

DISCONTINUED Goal 3: Provide human, technological, and pedagogical resources to support employees with delivering instruction and services that meet the needs of our students.

Goal and Desired Impact on Students

Provide human, technological, and pedagogical resources to support employees with delivering instruction and services that meet the needs of our students. (SCG 4*). CTTL Instructional Design has three objectives and three actions steps to meet th

Year Initiated
2018 - 2019

Mapping
- SKY College Values: (X - Selected)
- Academic Excellence: X
- Open Access: X
- Social Justice: X
- Student Success and Equity: X

STATUS

Goal Status Date
03/20/2023

Academic Year Updated
2023 - 2024

Goal Status
Discontinued

Goal Status Narrative
Change in administrative leadership; goals and priorities have been revised 2023-2024.

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Technology

Resource Name
Software Pilot Program

Resource Description
Space for exploration of new software to consider for more widespread or scaled usage on campus

Funds Type – Mark all that apply.
Recurring Cost

Cost
25,000

FOR ADMINISTRATIVE USE ONLY
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Supplies

Resource Name
Adjunct Symposium Supplies & Food

Resource Description
Money to feed attendees and provide materials for attendees of our annual adjunct symposium

Funds Type – Mark all that apply.
Recurring Cost

Cost
5,000

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Student, Aides, Hourly, or Temporary Workers

Resource Name
Adjunct Symposium Participants

Resource Description
Funds for our participants in the adjunct symposium

Funds Type – Mark all that apply.
Recurring Cost

Cost
45,000

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Contract Services

Resource Name
Adjunct Symposium Keynote

Resource Description
Budget for a keynote speaker for adjunct symposium

Funds Type – Mark all that apply.
Recurring Cost

Cost
5,000

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Student, Aides, Hourly, or Temporary Workers

Resource Name
ZTC Faculty Course Development

Resource Description

Funds to continue developing ZTC courses

Funds Type – Mark all that apply.
Recurring Cost

Cost
45,000

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Classified Professional/Administrator Position (permanent)

Resource Name
ZTC Coordinator

Resource Description
In order to meet the needs for our district's ZTC/OER initiative as well as its commitment to free college, we need coordination support for continuing to grow and sustain our program

Funds Type – Mark all that apply.
Recurring Cost

Cost
120,000

Level of need, with 1 being the most pressing
1

<u>FOR ADMINISTRATIVE USE ONLY</u>

GOAL

DISCONTINUED Goal 4: Foster the commitment of faculty, staff, and administration to ongoing improvement through access to opportunities for professional growth.

Goal and Desired Impact on Students
Foster the commitment of faculty, staff, and administration to ongoing improvement through access to opportunities for professional growth. (SCG 5*) .

Year Initiated
2018 - 2019

Mapping
<u>- SKY College Values:</u> (X - Selected)
- Academic Excellence: X
- Campus Climate: X
- Open Access: X
- Student Success and Equity: X

STATUS

Goal Status Date
03/20/2023

Academic Year Updated
2023 - 2024

Goal Status
Discontinued

Goal Status Narrative

Change in administrative leadership; goals and priorities have been revised 2023-2024.

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Supplies

Resource Name
DE Student Focus Group

Resource Description
Continue our program on supporting online programs and other developments by soliciting data-driven feedback

Funds Type – Mark all that apply.
One-time Cost

Cost
2,500

Level of need, with 1 being the most pressing
1

FOR ADMINISTRATIVE USE ONLY

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Supplies

Resource Name
Faculty Book Circle

Resource Description
Purchase of reading materials for multiple book club PD opportunities

Funds Type – Mark all that apply.
Recurring Cost

Cost
600

Level of need, with 1 being the most pressing
2

FOR ADMINISTRATIVE USE ONLY

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Student, Aides, Hourly, or Temporary Workers

Resource Name
Equity Scholars Support

Resource Description
The Equity Scholars program was created in 2020 and as part of our mission of supporting homegrown equity scholarship and pedagogy.

Funds Type – Mark all that apply.
Recurring Cost
Cost
25,000
<u>**FOR ADMINISTRATIVE USE ONLY**</u>

GOAL

DISCONTINUED Goal 5: Establish and maintain fiscal responsibility and alignment of CTTL programs and services to Skyline College's Mission, Vision, and Values.

Goal and Desired Impact on Students
Establish and maintain fiscal responsibility and alignment of CTTL programs and services to Skyline College's Mission, Vision, and Values. (SCG 7*). CTTL Professional Development has one

Year Initiated
2018 - 2019

Mapping
<u>- SKY College Values:</u> (X - Selected)
- Campus Climate: X
- Open Access: X
- Participatory Governance: X
- Student Success and Equity: X
- Sustainability: X

STATUS

Goal Status Date
03/20/2023

Academic Year Updated
2023 - 2024

Goal Status
Discontinued

Goal Status Narrative
Change in administrative leadership; goals and priorities have been revised 2023-2024.

GOAL

DISCONTINUED Goal 6: Ensure professional learning and development support campus efforts that value diverse communities of learners at Skyline College.

Goal and Desired Impact on Students
Ensure professional learning and development support campus efforts that value diverse communities of learners at Skyline College. (SCG 8*). CTTL Online Education has two objectives and two actions

Year Initiated
2018 - 2019

Mapping
<u>- SKY College Values:</u> (X - Selected)
- Campus Climate: X
- Open Access: X
- Social Justice: X
- Student Success and Equity: X

STATUS

Goal Status Date
03/20/2023

Academic Year Updated
2023 - 2024
Goal Status
Discontinued
Goal Status Narrative
Change in administrative leadership; goals and priorities have been revised 2023-2024.

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2022 - 2023
Resource Type
Student, Aides, Hourly, or Temporary Workers
Resource Name
Peer Online Course Review Support Compensation
Resource Description
Providing time for our faculty course reviewers to provide course reviews as per the CVC-OEI Rubric and the Peralta Equity Rubric
Funds Type – Mark all that apply.
Recurring Cost
Cost
15,000
Level of need, with 1 being the most pressing
1
<u>FOR ADMINISTRATIVE USE ONLY</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2022 - 2023
Resource Type
Other
Resource Name
Peer Online Course Review Training
Resource Description
Funds to provide our staff with the opportunity to participate in reviewing courses
Funds Type – Mark all that apply.
Recurring Cost
Cost
7,000
<u>FOR ADMINISTRATIVE USE ONLY</u>
Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)
Year of Request
2022 - 2023
Resource Type
Student, Aides, Hourly, or Temporary Workers
Resource Name
Peer Mentor Program

Resource Description
Continuing the initiative of having seasoned faculty available to support junior faculty in pedagogical and equity-minded principles, specifically for online programs

Funds Type – Mark all that apply.
Recurring Cost

Cost
30,000

Level of need, with 1 being the most pressing
1

FOR ADMINISTRATIVE USE ONLY

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Contract Services

Resource Name
Flex Day Speakers

Resource Description
Funds to have keynote speakers and workshop training for flex day supports

Funds Type – Mark all that apply.
Recurring Cost

Cost
5,000

Level of need, with 1 being the most pressing
1

FOR ADMINISTRATIVE USE ONLY

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Supplies

Resource Name
Flex Day Supplies

Resource Description
Supplies and materials for supporting our six annual flex days

Funds Type – Mark all that apply.
Recurring Cost

Cost
7,500

Level of need, with 1 being the most pressing
1

FOR ADMINISTRATIVE USE ONLY

Resource Request

Division Name
Academic Support and Learning Technologies (ASLT)

Year of Request
2022 - 2023

Resource Type
Supplies
Resource Name
Student Focus Groups Re: Attitudes & Experiences in Learning
Resource Description
Supporting data for not only our CTTL but our ACED teams
Funds Type – Mark all that apply.
One-time Cost
Cost
2,500
Level of need, with 1 being the most pressing
1
<u>**FOR ADMINISTRATIVE USE ONLY**</u>

GOAL

GOAL 5: Develop CTTL PSLOs
Goal and Desired Impact on Students
Develop a PSLO for each major component of the CTTL, such as ZTC/OER, Instructional Design, Professional Development, and Distance Education.

Assessments might draw from information we already collect and monitor, and perhaps complement them with surveys.
For example, CTTL already tracks how many courses are using ZTC practices.
Chris collects information on how many faculty have participated in QOTL I and II.
Regarding PD, surveys could be more broad than Flex Day.
In collaboration with PRIE, perhaps a more comprehensive survey could focus on the extent faculty are employing the practices, the degree of impact on students, confidence in employing these strategies, needed professional development (e.g, online instruction, equitable grading strategies, culturally relevant instruction, assignment design, etc.).

This serves to establish as a CTTL goal, the need to establish PSLOs and measures within a reasonable timeframe. Ex., for instance, CTTL can begin to assess as early as next fall.

The intent is to evaluate the efficacy of the CTTL supporting professional development and indirectly, impact on student learning.

CTTL's PSLOs and assessments can be established by the end of this semester or early Fall 2024.
Year Initiated
2023 - 2024
Implementation Step(s) and Timelines
In collaboration with PRIE, develop a more comprehensive survey could focus on the extent faculty are employing the practices, the degree of impact on students, confidence in employing these strategies, needed professional development (e.g, online instruction, equitable grading strategies, culturally relevant instruction, assignment design, etc.).

Establish CTTL's PSLOs and assessments by the end of Spring 2024 semester or early Fall 2024.