

Developing Fully Online Career Programs: A Guided Pathways Perspective				
#	Question	Answer(s)		
1	I teach a hands on program that is based on hours. Are there tracking programs for tracking their hours when they are doing online work and verifying that it is actually them.	Canvas offers analytics for tracking student activity within the system. This can include number of minutes/hours spent. Verification is typically handled through authentication, when students enter a unique username and password to log into the system. We have had to employ different strategies to ensure that the student is actually engaged. For zoom type classes, we do req video and regular check ins. For async, we would max the number of hours per segment. There are other methods, too	Is your program based on hours due to agencies or employers that require that? If not, Title V ed code offers alternate methods of accounting for student attendance in distance education classes. This can be based on "active participation" in the class and ongoing completion of coursework. Consult with your college's distance ed coordinator for details.	There are applications (e.g., Proctorio, Honorlock, SmarterID) that can verify student ID during exams. There are also strategies that faculty can use online (e.g., authentic assessment, periodic synchronous interaction) that can help confirm the enrolled student is the one doing the work.
2	Do you offer internship class? How to you handle connecting with employers in other states and countries?	We haven't had the opportunities to work with a lot of out of state employers. The ones we have are normally brought to us by the student intern.	Students living far from your campus can connect with an employer in their region. The college and/or instructor of record can coordinate instruction and assessment with a supervisor at the employer's location.	
3	Struggling with how to include discussions for traditional lecture material. I have used CANVAS DISCUSSIONS for safety topics, but it's a struggle for the basic lecture material (chem/math/physics/piping is different than humanities) - can you please comment on how you would use student interaction for a basic CHEM-101 type lecture?	These courses may be good candidates for a fully or partially synchronous mode of online teaching. For synchronous meetings, faculty can use break out rooms with assigned topics and put students into these break out rooms. Faculty can also put a time limit, so that when the 15 minutes (for example) are done, they are automatically brought back into the main Zoom room.	Lectures are tough for anyone to attend to. Consider finding or creating short videos for content that must be delivered via straight lecture. You may then be able to use real world applications, problems, scenarios or issues that connect with each lesson's content to provide prompts for meaningful discussions.	
4	How do you address ESL students' placement with AB705?	Consult with your ESL department. There may be ways to embed "just in time" help resources into your lessons to help students if English is not their first language. Which of your lessons are most challenging for these students now? You can start there.		
5	If students have gaps in skills and knowledge for CTE programs, how have your institutions harnessed student support services, like tutoring, SI, etc.?	Saddleback's Tutoring Center utilizes CTE funds (such as Perkins or Strong Workforce) to hire tutors to support students in these CTE programs. We also work with CTE faculty to identify strong tutors to support their courses/students.	Also, LSI NetTutor offers online tutoring in some CTE areas. The CCCCO has funding access to this service for all CA Community Colleges through 12/31/20.	

6	How are you addressing the technological needs of the students? (Students that do not have reliable computers, no WIFI)	At Saddleback, we have not yet solved the wifi issue, but we do have laptop loans (we hold a big distribution day every 8 weeks or so right before new terms start), and we have virtualized a number of labs.	Also, the FCCC College Buys program offers a wifi hot spot for \$20 a month. Various sources of student financial assistance can be used to pay for this. See <a href="https://foundationccc.org/CollegeBuys">https://foundationccc.org/CollegeBuys</a> (California Connects).	
7	But wouldn't be writing a proper letter or report important?	Definitely. Many classes have a writing component to support the communication skills needs for student success. Sometimes a simple paper will reinforce the learning objective.		
8	What online lab do you use for cybersecuriy and networking class?	Netlab		
9	How do you also deal with areas that do not have or have poor wifi? I'm in WV (hi!!) and we have a LOT of rural areas and this has been a real struggle as we utilize this transitions to more online.	Tough question. We try the best we can. In the age of COVID, some schools are making their parking lots giant hot spots. Also, some colleges are locating local Internet cafes or Starbucks. I have heard where some more remote areas will partner with a business or municipality to provide community access.	See above for wifi hotspot offered by the FCCC.	
10	I've heard industries are using more Virtual Reality Technology to train employees, even hands on jobs, like nursing, etc. Any institutions thinking about using VRT for learning?	We are very excited about the opportunities that VR may bring. We are currently review ZSpace and a few of their competitors. The tool is considered pretty new since the software hasn't caught up with the HW. The HW is impressive now that you do not need to go with the bulky Occulus Rift goggles.	The VR and Augmented Reality industries are making great advances, and the cost of these systems is coming down (although not low enough for some). Accessibility may be an issue for some students, but perhaps accommodations could be arranged for them. If employers are using VR/AR to train, colleges should be using them too.	
11	I would love more information on POQR, is there a link that can be shared?	<a href="https://onlinenetworkofeducators.org/course-design-academy/pocr-resources/">https://onlinenetworkofeducators.org/course-design-academy/pocr-resources/</a>	At that link, you will learn how your college can develop its own POQR team and process.	
12	How to train in soft skills in an online class?	Project work has been key here. Students are required to meet online and function in project teams with different roles. They use zoom, google hangouts etc	In theory, soft skills may be easier to teach online than "hard skills" that sometimes require hands-on learning. Check out the online lessons offered by the New World of Work at <a href="https://newworldofwork.org/college-resources/">https://newworldofwork.org/college-resources/</a>	
13	What about combining an online program with an internship to provide hands on experiece	We have tried to do this several times. The key is finding an interested employer. Google has an internship program but it is very competitive to get.	Work-based learning can be offered in an online program. But, students living far from your campus may need to find an employer near their home. Then the college and/or the instructor of record can coordinate learning and assessments with the employer. Learn more about how to conduct work-based learning online at the statewide academic senate website at <a href="https://asccc.org/">https://asccc.org/</a> .	

14	Does Netlabs work with the Adobe CC suite? Does it work with Maya?	Our technology team has done a great virtualizing labs for students to access remotely. Most of the programs do translate well in this environment.		
15	Are the applications being used ADA compliant? Many applications say they are but in fact are not		Each college must assess the applications that students have access to and determine if they comply with accessibility regulations/standards. The vendor VPAT may help, but as you say, it may not be current or accurate. Colleges are required to use the most compliant application in that product category. If any features or functions of the application are not compliant, the college should be ready with an accommodation for students if needed.	
16	What experience have you had where students do labs at home?	We have had to simplify labs and simulate the experience depending on the industry. We cannot expect students to work with hazardous chemicals at home. Also, they may not have the equipment needed for some of the more difficult labs.	Some labs can be conducted using materials students have at home. Others require lab kits with the proper materials included. Where this is impossible or impractical, programs must be hybrid--with most of the instruction online and the labs conducted on campus (these days in smaller groups with social distancing). Use of simulations and virtual labs may make the onsite lab time more efficient.	
17	Has there been an occasion where Strong Workforce, COOP ED/CWEE, DE, Equity and CTE stakeholders have met in the same room at the same time to discuss these challenges and the interconnectivity and potential synergy between all of their programs?	Yes. We have regular CTE Committee meetings, where stakeholders get together to discuss common issues.	If you mean has this happened on a state level, I am not sure. That is a great idea.	
18	Where can we find reports on your college's ZTC impact on student success and retention?	Here is a link about that research from our presentation last year at the OTC: <a href="https://www.3cmediasolutions.org/node/19951">https://www.3cmediasolutions.org/node/19951</a>	You can also find data from other colleges at <a href="https://www.cccoer.org/">https://www.cccoer.org/</a>	
19	Where do you get the budget for it (\$500/per faculty)?	SEAP funds have traditionally covered these costs. This is an expense within the guidelines for SEAP.		
20	How are we helping students clarify their goals? There has been a push in the state to improve the services through the career centers to help students prepare for entrance to the world of work (career readiness, job interview prep, resume review and creation, job shadowing and internships). Instructors need to know	We work with are counseling and career center colleagues to address the student needs in this area. Many times they use the available career guidance tools remotely with students.	The folks at New World of Work offer tutorials that can be embedded in CTE courses. They also offer a Canvas course covering the 'soft skills' of finding, getting, and keeping a job. See <a href="https://newworldofwork.org/college-resources/">https://newworldofwork.org/college-resources/</a> .	

	about these services and how offering them helps our campuses compete with the private sector (which is all about helping grads find, enter and keep jobs leading to meaningful careers). Many of our grads are ready for this ... and not looking to extend their time in the classroom.			
21	Would you be able to post the bullet points related to Pillar #4 for Online CTE Students?		Yes, see our presentation slides posted with this Q&A thread.	
22	Will you please give us the name of the other proctoring platform? Thank you!		Some proctoring and student ID verification applications are Proctorio, Examity, Honorlock, SmarterID, ProctorU, and Verificent. There are probably more in that market.	
23	Related to proctorio, we use that at our school (fun right?) but in seat I had been using a version of group tests. Do you know of a way to still integrate group and active work like this in these online settings?		Canvas offers a way to group students when using Discussions and Assignments. See this Canvas Guide: <a href="https://community.canvaslms.com/docs/DOC-10717-67952724469">https://community.canvaslms.com/docs/DOC-10717-67952724469</a>	
24	Does Honorlock have better accessibility than Proctorio (which has some accessibility issues)		Unsure. This is something each college would need to confirm for itself.	
25	How can we use online facilities to provides internship for students without actually sending them to internship cites		Interesting question. If you are proposing that an internship might involve approved remote work with the intern working from home via the Internet, in theory, this is technically possible. Care should be taken to make sure the work meets employer, college, and Title V requirements.	
26	With Covid agencies (schools/child care) have closed to students being on sites. Thus internships and practicum placements have been closed to students, indefinitely. How have you handled closed placements with your students planning to graduate?		Some licensing and credentialing agencies are temporarily allowing some form of remote work and/or use of simulations, videos, etc. to meet the usual onsite learning requirements. Others are not. Consult the relevant agency to confirm.	

27	How do you compensate faculty? Get them to do it?	If it's related to equity work, we usually rely on SEAP funding. If it's related to COVID-19, we look at CARES funding, and other times we rely on Perkins or other categorical/grant funds. It's important to have an administrator on board who can advocate strongly for these types of funds.		
28	What are poker reviews? Will that be included in the resource? Sorry, I missed the explanation earlier.	POCR is Peer Online Course Review. Learn more here: <a href="https://onlinenetworkofeducators.org/course-design-academy/pocr-resources/">https://onlinenetworkofeducators.org/course-design-academy/pocr-resources/</a>		
29	Marina, did your college use Netlab?	I don't believe so, but we do virtualize our labs. Here is a link to our landing page for our virtualized labs: <a href="https://labs.saddleback.edu/portal/webclient/index.html#/">https://labs.saddleback.edu/portal/webclient/index.html#/</a>		
30	For Mr. Teng~ We have to track hours when they are online are there methods for that ? For when they are doing asynchronous education?	It depends on the course and industry. We have used tools by some of the textbook publisher that provide access hours to their online learning tools. For instance, Cengage's MindTap will provide student access time on the application. Most of the other major publishers provide similar features. In order to make sure the time is reasonable, we look to the instructors working with the online tools to see if the estimated time to complete is reasonable and (in many cases) we will assign a maximum number of minutes/hours to a question or task.	Canvas does offer analytics, including hours/minutes online for each student. But, hours online is possibly irrelevant because a student could log in and do nothing for a few hours. I have seen some college compute and report equivalent hours for online lessons/work completed. This has been especially useful in noncredit education. Of course, if reporting to licensing or credentialing agencies or employers, check with them to confirm what they will accept.	