# **Distance Learning Committee (DLC)**

## Report to Academic Senate

## April 1, 2021

## DL Amendment Forms

* Mt. SAC has almost 1,000 courses with approved DL Amendment forms. Another 200 forms (or so) have been approved by DLC and are in the EDC queue.
* Faculty can submit DL Amendment forms either by WebCMS ***OR*** the Smartsheet-linked form. Use WebCMS for FOMA courses. Use either method for “traditional” courses.
* Thank you, faculty, for submitting your forms. This has been a big undertaking and I appreciate everyone’s contribution.
* Approved forms can be found at this link: <https://www.mtsac.edu/dlc/approveddlalpha.html>

## Faculty Facilitators

Need a little last-minute help setting up or refining your online course?  **Faculty Facilitators** are here to help!  Seven faculty experienced in online teaching and Canvas can answer your setup and design questions.

Faculty facilitators may now be reached through the email [**facfac@mtsac.edu**](mailto:facfac@mtsac.edu).

## SPOT Reminders

When we return to campus in fall, online teachers must be SPOT certified. Use these dates as a guideline for SPOT submission. Actual certification timing depend on original course condition, faculty responsiveness, task completion, and accessibility issues. **SUBMIT EARLY!**

* March 1 for certification by summer 2021
* June 1 for certification by fall 2021

Please contact Catherine McKee, Assistant Distance Learning Coordinator, for more information. [cmckee@mtsac.edu](mailto:cmckee@mtsac.edu)

## SPOT Recertification

* New courses have been approved for SPOT recertification!
  + *Creating Dynamic Lectures* (Online): Part A (3 hours) - April 6, 20, or 30, 9:00 am-noon
  + *Creating Dynamic Lectures* (Online): Part B (3 hours) - April 13, 27, or May 7, 9:00 am-noon
  + *Make Your Online Course Exemplary with CVC Quality Review* (1 hour) – April 9 at 10 a.m.
  + **Coming soon!** *Creating an Equity-Minded Universally Designed Syllabus in Canvas* (1 hour) – this will be an online, self-paced course
* For updates on recertification, or to submit your evidence, please visit the SPOT Recertification webpage:

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

Respectfully submitted,

Carol Impara

Distance Learning Faculty Coordinator

cimpara@mtsac.edu