

# Annual Planning Guide For Online Courses



# Overview

What is the Guide?

How does it serve students?

Goals & Guiding Principles

Student Feedback

Past & Current Practice

Lessons Learned

Opportunities

Questions



# What is the Annual Planning Guide for Online Courses?

- President Mitsui and VPAA request
- Annual schedule
- Committed online courses ([link to guide](#))
- Hundreds of district-wide courses

## Sociology

Course number	Course title	Current online classes		Planned online classes	
		Fall 2018	Winter 2019	Spring 2019	Summer 2019
SOC 204	Sociology in Everyday Life	✓ <a href="#">view</a>	✓ <a href="#">view</a>	✓	✓
SOC 205	Social Change in Societies		✓ <a href="#">view</a>	✓	✓
SOC 206	Social Problems	✓ <a href="#">view</a>	✓ <a href="#">view</a>	✓	✓
SOC 211	Peace and Conflict		✓ <a href="#">view</a>		

# Student Audience

**60+** disciplines

**67,000** views

**61,000** seats

**470** unique courses

**2600+** year

Nearly **24%** online FTE

**Online FTE up +6%** 2017-18

**40%** credit students online

2018 Fall FTE flat



# What are students saying?



Very-Extremely Important (PSOL) 80%

Moderately Important 12%

*"I just wanted to say...THANK YOU! This guide will become a major part of my entire academic planning here at PCC... I am strictly an online-only student at the moment, and I truly appreciate the continuing development of PCC's online learning resources. This guide is just a stepping stone towards better online learning here at PCC. For the future, I hope to see this guide continue to grow as more courses of all subjects become available as an online option! Thanks again!"*

*- Student*

# Goals

Degree & certificate completion

Create reliable academic plans

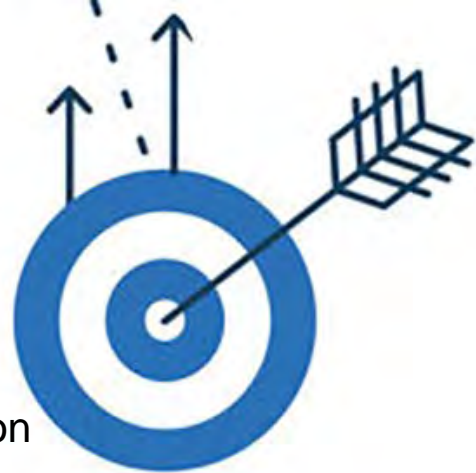
Enhance academic advising

Optimal schedule based on student need

Foster data-driven planning & course scheduling



# Guiding Principles



**Students:** Focus scheduling on student need, success & completion

**Collaboration:** Foster district-wide collaboration & communication

**Planning:** Intentionally plan and schedule courses

**Data:** Use data to inform decisions

**Flexibility:** Commitment to continuous improvement of process & tool

**Fiscal Responsibility:** Good stewardship of resources

# Shift to Student -centered Planning

## pāst practice

Campus based

Term-term schedule

Some district coordination

Roll-over/department driven

Varied use of varied data

Division problem solving

## new practice

District schedule

Annual schedule

District coordination / intercampus collaboration

Student centered

Consistent use of agreed upon data

Cross-district problem solving and working agreements

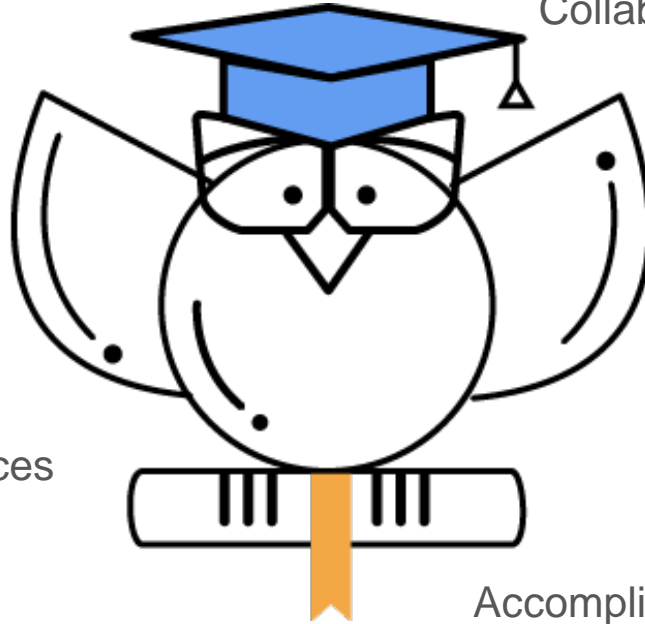


# Benefits for PCC

- Meet student need & utilize academic plans
- More meaningful advising
- Create culture of data-informed planning
- Supports FDC schedule management
- Adopt more district-wide collaboration
  - Guiding principles, goals, working agreements



# Lessons Learned



Improved **communication**

**Consistent** messaging

Difficult **conversations**

Open **feedback**

**Revealed** inconsistent practices

**Structure** adds complexity

Collaborative **leadership & courage**

**Faculty Department Chairs**

**Deans of Instruction**

**Division Deans**

**Online Learning**

Accomplish difficult challenges **together**

# Opportunities

- Inform strategic scheduling for on-campus courses
- Improve consistency, efficiency and effectiveness
- Encourage broader collaboration & shared decision making
- Foster engagement with faculty department chairs
- Build on success, inform YESS & SEM



# Questions/Discussion

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