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Solano

**Consortium to Disseminate Teaching Innovations**

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Consortium project.

Members of the professional organization 4C/SD propose to carry out this project and are committed to take it to completion. Members who have committed themselves to meet and work during the summer and winter breaks represent six California community colleges.

Representatives of the Faculty Development Committee of the Academic Senate and Community College League of California will act in an advisory capacity for the project. The various active roles follow.

Project Manager will administer the contract with the Chancellor’s Office; oversee and administer the timelines and work flow of the contract; write all reports; work as a member of the committee and assume committee responsibilities; be responsible for contacting and working with computer networks to establish information on' networks; and develop the final product for eventual dissemination. Carole Jarrett, Ed.D., Solano Community College, will be the project manager, and her college will be the contracting agency with the Chancellor’s Office. She is also an Executive Board member of 4C/SD

Assistant Project Manager will assist the Project Manager with the overall project as well as obtain permission from contributors to publish and conduct the project evaluation. Charles Miller, Santa Rosa Junior College, and Executive Board member of 4C/SD

Review Committee will gather the innovations, establish the criteria for the papers to be included in the project, review and select the papers that meet the criteria, help with obtaining permission to disseminate, and edit and refine the papers. The Committee will include the following participants:

Mike McHargue  Provocateur of Professional Development, Foothill College
Marlan Shanks  Staff Development Officer, Diablo Valley College
Lisa Marchand  Staff Development Officer, Cosumnes River College
Darlean McClure  Staff Development Officer, College of the Sequoias, and Executive Board member of 4C/SD

Dave Nakaji  Physics Instructor at Los Medanos College, and on Faculty Development Committee of Academic Senate

Jo Sumner  Staff Development Officer, Sierra College; Chair of Faculty Development Committee of Academic Senate; and Executive Board member of 4C/SD

Nancy Stetson  Company of Experts, member of 4C/SD

Cindra Smith  CCLC, will be a resource to the committee

Advisory Consultants will consist of representative of the associations sponsoring the seminars in which the papers were obtained. If papers from other Great Teachers Seminars are considered, a person connected with those seminars will be added to the advisory group.

Cindra Smith  Community College League of California

Jo Sumner  Chair of the Faculty Development Committee of the Academic Senate

Mike McHargue  Consultant with Great Teachers Seminars
With an increasingly diverse student population in skill level and learning styles, faculty need to increase the quality and number of teaching and educational approaches available to them. Faculty benefit from sharing ideas and successes that work in the classroom.

Over the past decade, a number of Great Teachers Seminars have been held at the state and local level. As part of the seminar, participants write papers on teaching or educational successes and innovations. The Community College League of California, after consulting with the Faculty Development Committee of the Academic Senate for the California Community Colleges, informally publicized an opportunity for a person or consortium to review and disseminate the innovations collected at the state-wide California Great Teachers Seminar, which they sponsor. Mike McHargue, as a private consultant directing many local seminars, has also agreed to make the innovations he has collected available.

More than 1,000 innovations are estimated to have been collected which were written by California faculty members. These innovations range from classroom management techniques, instructional strategies, curriculum innovations, assessment and testing approaches, to educational support systems and programs.

The request was shared at the northern meeting of the California Community College Council for Staff Development (4C/SD), and a sub committee was formed to develop and conduct the review and dissemination project. The project dearly met the goals of the 4C/SD organization: to promote innovation and recognize excellence and provide a collaborative networking environment for sharing information.

The proposed project is to establish criteria for selecting the innovations, obtain permission for dissemination from the contributors of the papers, refine and edit the papers, and efficiently disseminate them. In order to provide for ongoing dissemination, a system would be developed that could be used by the organizations or colleges which sponsor Great Teachers Seminars at the time the seminar was offered.
This project, "Consortium to Disseminate Teaching Innovations," addresses the eligible program of "Faculty and Staff Development." Of the Board of Governor's Basic Agenda Priorities, this project addresses that of "Educational Quality: Maintaining quality instruction and excellent support services." Specifically, it addresses the initiative to "maintain and improve the quality of instruction to promote excellence in the classroom, in both teaching and learning."

Innovation papers are submitted at Great Teachers Seminars by all faculty participating. These innovation papers reflect advances and excellence in instruction in the classroom as developed by individual instructors. The goal of this project is to review the innovations and publish those deemed most capable of enhancing quality instruction.
During the past fifteen years, over 1,000 "innovations" in education have been collected through the Great Teacher Seminars. These innovations are stored with the seminar leaders, Mike McHargue, or with Cindra Smith of the Community College League of California. A concern about the lack of a process to disseminate this wealth of information came to the attention of the Executive Board of 4C/SD. The Board of Directors decided that this project was in alignment with the goals of the organization and endorsed the application for FII funding.

The solution to this concern would be to collect all of the "innovations" at one site. During the summer break a Review Team of staff development leaders would meet to establish criteria, sort the numerous papers, identify those to be published, and request permission to publish from each of the original contributors. The Review Team would edit these papers and prepare them for publication and dissemination.

Selection of the innovations for the booklet would be coordinated with Nancy Stetson of College of Marin. Ms. Stetson will be incorporating a selected number of the teaching innovations into a strategies book based on the seven principles of good practice.

The distribution format is innovative and could be a model for future exchanges of excellence in education. The dissemination would include publishing on InfoNet, CAVIX, and InterNet computer bulletin boards as well as a printed booklet.
The population to be served would be community college faculty throughout the state of California. Faculty familiar with electronic communication could readily access the information through one of the computer networks. All faculty would be informed of the availability of the material in print. See the Dissemination Section for more details.

California community college instructors would have access to these "teaching innovations" which can stimulate thinking and changing existing methods. Having access to relevant materials on-line will encourage more use of computer networking among instructors.
OBJECTIVE 1: To collect, sort, and review over 1,000 "teaching innovations" by August 30, 1994.

ACTIVITY 1.1: Over 1,000 "teaching innovations" will be collected at one site by July 15, 1994.

ACTIVITY 1.2: Criteria for selecting the "teaching innovations" will be established by July 15, 1994.

ACTIVITY 1.3: A Review Team of at least six college faculty development experts will meet to review the "teaching innovations" and identify those for dissemination, by August 30, 1994.

OBJECTIVE 2: To refine the selected innovations and obtain permission for dissemination by November 1, 1994.

ACTIVITY 2.1: All potential contributors will be contacted for permission to publish by October 30, 1994.

ACTIVITY 2.2: All selected "teaching innovations" which have received permission to publish will be edited for clarity and brevity by November 1, 1994.

OBJECTIVE 3: To provide access to at least 100 "teaching innovations" by April 1, 1995.

ACTIVITY 3.1: All final "teaching innovations" will be on line with at least two computer network systems by Mardi 1, 1995.

ACTIVITY 3.2: All final "teaching innovations" will be in print format, mailed to all community colleges, contributors, and participating committee members; and made available for purchase through Solano Book Store, CCLC, or 4C/SD by May 1, 1995.

ACTIVITY 3.3: Work with Steve Collins, Modesto Junior College, to develop the process to input the innovations onto the InfoNet and InterNet computer bulletin boards.
ACTIVITY 3.4: Work with Mary Auvil, System Operator, CAVIX, to develop the process to input the innovations onto the CAVIX computer bulletin board.

ACTIVITY 3.5: Final Report on the year’s project will be completed by May 1, 1995.

OBJECTIVE 4: To define and outline the developed system for replication and use by other organizations and colleges; to be completed by June 1, 1995.

ACTIVITY 4.1: Work with relevant computer network individuals to develop a regular method of adding faculty innovations to "bulletin boards."

ACTIVITY 4.2: Plan a method of distributing an regularly published pamphlet of faculty innovations through the joint efforts of 4C/SD and CCLC.
The Annual Work Plan as described lists the four objectives with their subordinate activities. The activities are intended to take place during the summer and winter breaks so that there will be minimum conflict with work schedules. The work plan is scheduled so that the time line is realistic. All of the participants have agreed to the proposed work plan.

All of the sorting and selecting will be accomplished during the summer months. The winter time will be the time when the network "publications" will be accomplished. During the spring break, the project manager will complete the Final Report and the printed publication.
The major outcome of this project is that faculty will have increased access to a wide range of teaching innovations and strategies. Indirectly, faculty will also have more reason to use and access information available to them on computer network systems. The computer systems will provide an on-going medium for instructors to share teaching innovations. The participants of future Great Teachers Seminars will be encouraged to share their innovations by using a computer information system.

The project objectives are very reasonable and are expected to occur. All of the faculty development experts from the participating colleges in the consortium are already committed to the completion of the project. The computer network systems - specifically InfoNet and CAVIX are eager for model programs to be made available to college educators. Adding more quality information to these networking systems will enable them to be increasingly of more value to educators; hence, increasing the number of educators who use them.

The organization 4C/SD sees the support of this project as one that is within its scope of work and organizational goals: to promote innovation and recognize excellence and provide a collaborative networking environment for sharing information. Once the project is brought to completion and a format is established, 4C/SD has committed itself to continuing the "publications" in the future. A letter is included in the appendix which states the organizations' commitment to this project.

The completion of the project would positively have impact the community college system in several ways. First, sharing information that has been collected but not made available would be welcomed. Second, providing the information on-line would make available a larger data base of educational material which would encourage even more users to access computer-based information. Third, documenting the process in easy-to-follow steps in the Final Report will contribute to further exchange and promotion of excellence in education. Fourth, supporting the continuation of this project would be provided by the professional organization 4C/SD.
The project is quite tangible and easily measured as to completeness. The project objectives reflect three stages of processing the "teaching innovations": collecting the data, refining the data, and providing access to the data. Each stage is well defined. The evaluation, as determined by tangible and measurable "milestones," will be conducted by the Assistant Director for the project, Charles Miller. An evaluation section will be included in the Final Report.

OBJECTIVE 1: To collect, sort, and review over 1,000 "teaching innovations" by August 30, 1994. MEASURABLE RESULT: Over 1,000 "teaching innovations" are gathered at one site and are reviewed.

OBJECTIVE 2: To refine the selected innovations and obtain permission for dissemination by November 1, 1994. MEASURABLE RESULT: At least 100 "teaching innovations" have been prepared for dissemination and have received contributors' permission to publish.

OBJECTIVE 3: To provide access to at least 100 "teaching innovations" by April 1, 1995. MEASURABLE RESULT: At least 100 "teaching innovations" are published on-line and in print format for access by educators.

OBJECTIVE 4: To define and outline the developed system for replication and use by other organizations and colleges; to be completed by June 1, 1995.

MEASURABLE RESULT: A method is established for on-going input and sharing of innovations on at least two computer network systems and for one printed pamphlet.
The final published collection of at least 100 "teaching innovations" will be the final product. The ultimate goal of this project is to effectively disseminate information. The target population will be California community college educators. The dissemination will include on-line access through various computer networks readily available to community college educators. In addition to on-line access, dissemination will include a printed publication. The entire project will be completed within the one-year time frame established by the proposal. The evaluation of dissemination will be based on the establishment of the proposed dissemination channels (as follows).

Dissemination of the 100 "teaching innovations" will be through:

- **InfoNet** is a state-wide community college computer network which is expanding rapidly. This service already has a menu established for the purpose of sharing faculty innovations.

- **CAVIX** is California Academic and Vocational Information and Exchange computer network. This service provides free computer networking to instructors throughout the state of California.

- **InterNet** is the global network which is accessible to anyone with a computer and a modem. The use of InterNet is expanding rapidly.

The printed booklet through this FII project would be distributed to the CEO of every California community college. In addition, copies would be sent to each contributor and to the participating members of each involved committee: FACCC Board, Academic Senate Board, and 4C/SD Board.

Solano Book Store, CCLC, and 4C/SD are all willing to be the distributor for copies of the printed publication at cost; one will be selected.

A letter will be mailed to each CEO, Staff Development Officer, and Dean of Instruction at each community college informing them of access to the information whether by
computer bulletin boards or through the Solano Book Store, CCLC, or 4C/SD on a cost-only basis.

Continued support for the publication of faculty innovations by 4C/SD.
Carole Jarrett will be managing the project, organizing the flow, evaluating the project, writing Final Report and other documents, and overseeing the dissemination of the product in both electronic and print format. In addition to managing the project, she will work with the Review Team to establish criteria; review, select, and edit innovations.

112.5 hours at $40 per hour = $4,500 As the Project Manager is an employee of Solano College, benefits will need to be paid at 12% which is $540.

Charles Miller, Santa Rosa Junior College, will assist overall management of the project as well as be responsible for evaluating the project and obtaining authorization to publish from selected contributors. In addition to assisting with managing the project, he will work with the Review Team to establish criteria; review, select, and edit innovations.

92.5 hours at $40 per hour = $3,700

Review Team participants: All Review Team participants will receive stipends which will not require benefits to be paid.

Individuals on the Review Team will gather the innovation drafts; establish criteria; review, select, and edit innovations. Each individual on the team will be asked to provide the final edited versions on disk formatted to be easily inputted to the computer systems. These individuals will be working varying amounts of time on the project and will be paid $40 per hour (an average of $1,000 each) for a total of $8,000. The team consists of Mike McHargue of Foothill College Marlan Shanks of Diablo Valley College Lisa Marchand of Cosumnes River College Darlean McClure of College of the Sequoias Jo Sumner, Sierra College Dave Nakaji, Los Medanos College Nancy Stetson, Company of Experts Cindra Smith, CCLC

The computer system networks will need financial reimbursement for their work and involvement. There will be $2,000 budgeted for this purpose.

Printing 300 copies of entire packets at $5 each for distribution to contributors and project team $1,500.

The total amount requested for FII funding is $20,240. All supplies, other printing, postage, and travel costs will be provided by the
consortium colleges. Administration of the project will be absorbed by Solano Community College. These costs are estimated to be as follows:

- Supplies and materials
  - Printing of dissemination letters $50
  - Postage for dissemination letters $60
  - Postage for authorizations $60
  - Postage for printed booklets $250

- Printing of authorizations and innovation drafts for dissemination to contributors and project team $50

- Miscellaneous supplies (paper, envelopes) $20

- Travel (mileage) $600

Administration is estimated to be 4% of project or $809