Hi-

As you know, the CVC-OEI has asked consortium colleges to create a local Peer Online Course Review process by April 22. As such, please see the draft proposal below. I will bring it to DE Committee for review but would like to have it on the next agenda for Senate as a discussion item and then following as an action item if the Senate so chooses.

It is a draft so I am asking for feedback on it. It does propose creating a "Committee" or "Group", which I believe should fall under the Senate. I am also sending it to the folks on the Senate Work-group for DE. Please let me know your thoughts.

**GOAL: Establish a Local Peer Online Review Process**

Work with the DE committee, Academic Senate, and the Curriculum Committee to develop a sustainable model for ongoing training and participation in online peer review.

The model developed must include a process for selecting, submitting, reviewing and approving online courses for delivery through the CVC-OEI course exchange per Consortium agreement.

**Proposal:**

A Peer Online Course Review Group will be established via the Academic Senate. The POCR Group will consist of at least 3 faculty members who are certified through the OEI POCR training, one librarian, the DE Coordinator, and a faculty rep who reports to DE Committee, Curriculum and the Senate.

The purpose of the Group will be to help faculty prepare courses for the Exchange by participating in the review process of an existing online course. Courses submitted will be reviewed using the criteria of the OEI Course Design Rubric. The course must meet a minimum of “aligned” criteria in all areas in order to pass the review process.

**Proposed Process:**

After requesting a copy over of the latest semester’s course the instructor taught to a new designated shell, the instructor will complete:

        an application requesting a course review and

        a self-evaluation of the proposed course using the Course Design Rubric

        providing  the URL from the course shell for review

Upon receiving the submission, the lead reviewer check it for completeness and assign 2 reviewers to the course. The 2 reviewers will have one week to separately do their reviews using the Course Design Rubric. The lead reviewer then processes the reviews, aggregates feedback and meets with the instructor to discuss the given feedback.

The instructor will make adjustments as needed. Throughout this part of the process, the reviewers will support the instructor so that they have access to any resources needed to make suggested edits to the course and re-submit to the lead reviewer who will re-review to make sure the criteria are now aligned to all areas of the rubric.

Each reviewer will be compensated $300 and the lead reviewer $150 per review. We will collect the following data in quarterly reports through 2020:

a)      number of courses reviewed/revised/accepted through the process,

b)      number of courses accepted for placement on the exchange,

c)      a brief exit survey for each course author that evaluates the worthiness of the review process.

d)      a comparison of course success/retention pre- POCR and after POCR success/retention rates

e)      student survey data

**Below is an excerpt from an ASCCC Resolution last fall.**

REQUIREMENTS FOR LOCAL POCR

ASCCC requires that anyone reviewing courses for the CVC Exchange - either for @ONE or for your college - completes the POCR training. The other ASCCC requirements for local review of courses offered in the exchange are:

It is a peer review, i.e. reviews must be done by full or part-time faculty who have completed the @ONE POCR course.

The reviews are done using the CVC-OEI Course Design Rubric.

If your campus is doing reviews that meet these requirements, and you have locally reviewed at least three courses, your next step is to submit those three courses! We will have a lead reviewer (not from your campus) and accessibility specialist look at the courses and your review documents for “norming” purposes. We will provide any feedback we have to your local reviewers as part of their professional development.

Once you have three courses complete this process, your local POCR process can be used to expedite your courses into the CVC Exchange with just a lead review and accessibility check with OEI.

The link for submitting your locally reviewed courses (once you have at least three) is here: <https://app.smartsheet.com/b/form/e37d439ccb8c4851aa7de5ee45e4fa36>