

Transition to Remote Teaching and Learning at JAC

FOST (Faculty Online Support Team)

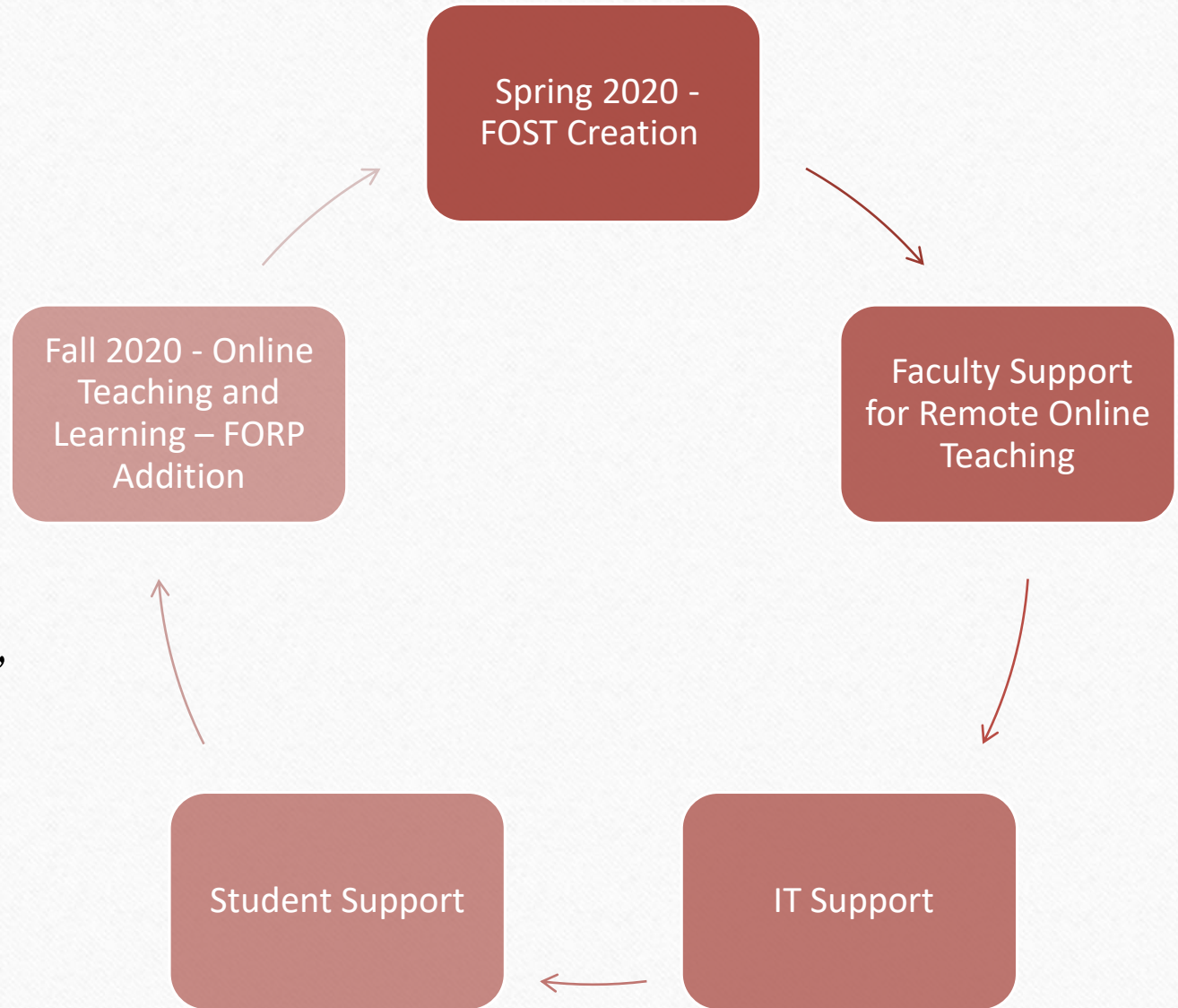


Spring 2020: Situation

- March 13, 2020: College Closure
- **FOST (Faculty Online Support Team)** - Multidisciplinary team – Areas:
 - College Administration
 - IT
 - Pedagogical Counselling
 - Instructional Design
 - Continuing Education
 - Professional Development

Key Elements:

*“It’s not about technology, it’s about learning.”
– Stephen Anspacher*



FOST Initial Steps

- *FOST mission: "To provide Faculty with Pedagogical support, training and techniques in order to teach and learn successfully remotely/online"*
- Assessed platforms available for the college
 - Teams (Mic Office): classes /accounts given to teachers/students
 - Created a **TEAM** to communicate with Faculty (Community of Practice)
 - Familiarized with the tools (play, play and play!)
 - Developed instructional material: *Frequently Asked Questions, Faculty Online Teaching Guide, Student Guide: Online Classes at JAC, etc.*



First Milestone

- In less than 2 weeks:
- ***Remote teaching and learning was implemented at JAC!***

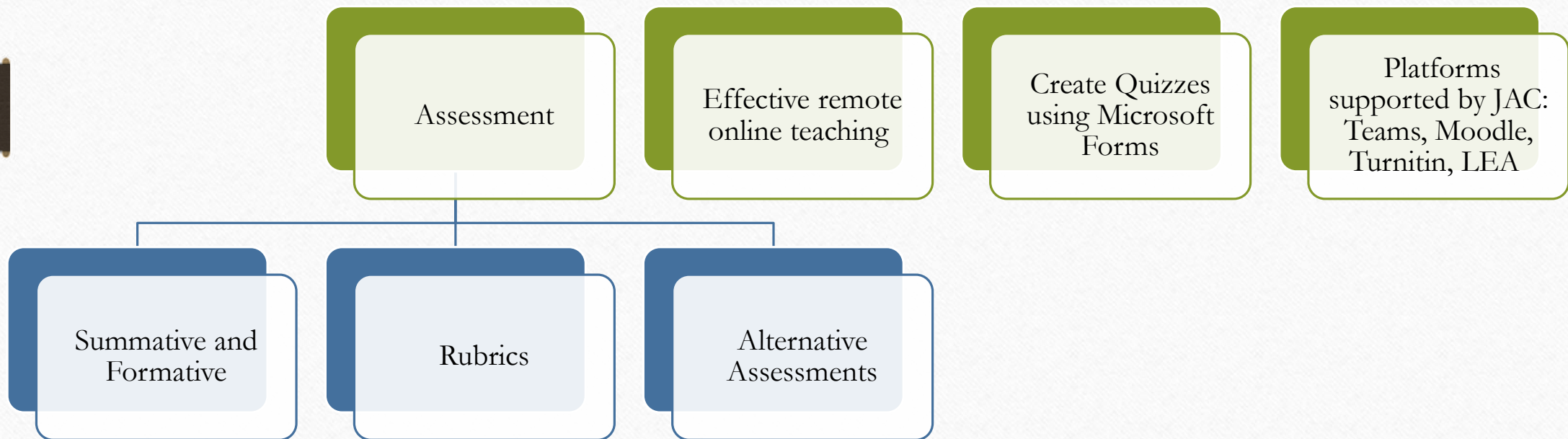


Faculty Support



- FOST training and support:
 - Delivered initial **workshops** on **Teams** 2 times a day for the first couple of weeks – test audio/camera, channels, etc.
 - Offered **Drop-ins** available every day to answer questions
 - One-on-one support
 - Developed **instructional material** or share from other institutions: PPTs, Job Aids, Videos

Specific Training Sessions



Summer 2020

- A survey was conducted to assess further Faculty needs
- Drop-ins (to assist teachers creating their courses in Moodle, Teams, pedagogical tips on assessment, etc.)
- Developed a document: ***"JAC Online Teaching Toolkit"***
- FORP addition: Faculty release to support and train Faculty
 - ***FORP: Faculty Online Resource Person***



IT Accomplishments and Ongoing Tasks

- Assessed Faculty/Students needs in terms of equipment (form)
- Purchased new laptops/other equipment (lightboard, Wacom Tables, etc.)
- Set up laptops for teachers/Delivered laptops to students
- Offer weekly *Ask IT anything* drop-in sessions for Faculty
- Provide support by: **Teams**, email, phone, Octopus requests
- Support for teachers to prepare material (videos)
- Analyze the purchase of different platforms and provide advise



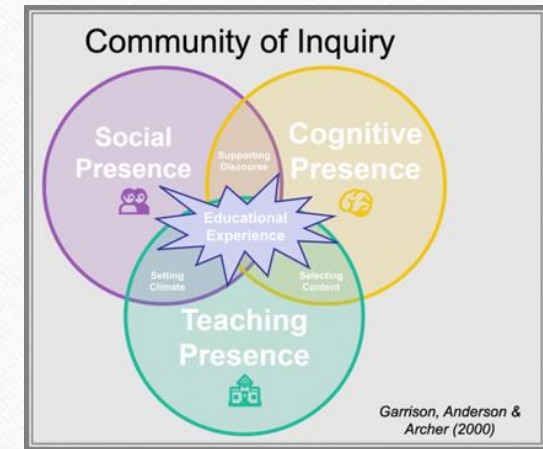
Students' Support

- Guides: "*Students Guide Online Learning at JAC*", "*How to login into Moodle*", etc.
- Surveys and focus groups
- One-stop shop for student: access to student services, access center, writing center, etc.
- Orientations: face-to-face workshop on how to access the different platforms
- Student support for IT and equipment needs



Current Situation

- Survey sent to Faculty
- Main idea: To create a community of learners
 - Teaching Presence: Accountability
 - Clear instructions and rules
 - Foster interaction and active learning opportunities
 - Stimulate group collaboration and exchange
 - Assessment: focus on student's mastery of the learning outcomes
- Ongoing training on the different platforms (new/returning teachers)





Questions are the path to learning

