## Early Alert using Canvas

- More than 87% of our CRC students are using Canvas for at least 1 class.
- As of April 2, 2018, 62% of CRC course sections are using Canvas in some form/manner.
- Since Jan. 9, 2018, all new students will have experienced Canvas via the LRCCD Orientation.
- Attendance tool in Canvas is designed more for the K-12.
- Grades are shown as a %. Unfortunately, the default to view grades in Canvas is the % based on the work turned in vs. % based on the total points for the semester. I.e., if a student earned 10/10 for one assignment, it would show a current grade of 100% (based on the single work turned in). However, if there are 1,000 points for the whole class, it can also be viewed (“set non-graded as 0” option) as 1% and this can confuse the student. The default setting will give the student a false sense of achievement and can lead to confusion/frustration.
- Instructors can email students (via the Grade page) who missed an assignment/exam or who scored lower than a certain amount.
  - CanvasNudge will automate this feature on Canvas.
  - CanvasNudge will be beta-tested Su’18 and F’18 and implemented Sp’19.
- The requirement of attendance and/or weekly assignments (to validate attendance) may impinge on academic freedom.

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| Early Alert via Google Form | - Faculty can access Google Drive/form and submit a report on a student who may be at risk for failing or who needs additional support.  
- The Google form can be created to identify the | Workgroup          | Spring Semester |
reason for the alert (e.g., nonattendance, a sudden change in academic performance, missed assignments, etc.)

- **FERPA** is still protected since only the individual faculty and counselor will be able to see these referrals.
- This will still require more time/effort from the faculty to submit a Google form for each student.

| A New Home-grown IT System | Create an internal reporting system.  
Confer with Stephen McGloughlin regarding how much of eService/PeopleSoft/Online Grading System reporting can be changed to accommodate a reporting system.  
E.g., can the “Mid-Term Grade” be changed to accommodate an early alert notification?  
Currently SCC is using SARS Alert (SCC Community of Care website). | Teresa to contact Stephen | Report at next meeting |

| Early Alert System Ideas | A single step/process for faculty (simplify).  
Automated recording and reporting.  
The system will list the faculty’s courses, names of the students in each course, and the dates the class meets along with a checkbox of options to identify early alert criteria for each student.  
Use of an ID Scanner to take attendance (in F2F classes) – much like boarding an airplane with an e-boarding pass.  
3rd party program (e.g., StarFish) that will email faculty with a link to access all of their courses with a checkbox of early alert criteria to report/refer to counseling.  
A single log-in to report attendance for each class. | Workgroup | Spring Semester |

| Piloting prototypes—ideas | 4 groups (10 faculty/group)  
○ Group 1 will use the Google Form  
○ Group 2 will use the “Mid-Term Grade” in the online grading system  
○ Group 3 will use the attendance tool in Canvas  
○ Group 4 will use devices (e.g., Canvas app for attendance). | Workgroup to finalize | Spring Semester |

| Collaboration with Entering the Path | Ask representatives from Entering (Tadeal) to return to our next meeting to share data/information and to collaborate. | Teresa | Done |

**Additional Tasks or Tasks Still to be Completed**

**Inventory of**  
List and identify the functions of all the student  
Oscar  
Spring
<table>
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<th>all the students services</th>
<th>services CRC currently offers</th>
<th>Semester</th>
</tr>
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| Faculty Mentor/Advisor   | • Creation of a Faculty Referral List  
  • Review the faculty advisor program at Riverside Comm College. | Teresa & Michael | Spring Semester |
| Case Management           | • Teresa will research the case management approach. Counseling has a 2 hour meeting scheduled on April 19th to discuss a case management model.  
  • To implement case management approach, it may require additional resources. | Teresa | Spring Semester |
| Subgroup Assignment       | • For 30-45 units  
  • For 45+ | Teresa | Spring Semester |
| Academic Pre-Probation    | • Criteria  
  • Alerts  
  • Support services | All | Spring Semester |

**Next meeting:**
Special Meeting: April 24, 2018 in the Counseling Conference Room, Library Building, 3:00 p.m. – 4:00 p.m.  
Also available for Zoom Meeting:  
Join from PC, Mac, Linux, iOS or Android: [https://zoom.us/j/200980175](https://zoom.us/j/200980175)  
Or by iPhone one-tap or by landline phone: US: +1-669-900-6833 (meeting ID: 200980175#) or  
+1-646-876-9923 (meeting ID: 200980175#)