



District Online Committee

Wednesday, April 9, 2025

1:00-3:00 p.m.

2nd Wednesday of each month

CETL (3rd Floor Doyle Library)

Zoom Meeting ID:

878 7086 5576

| | | | |
|--|--|--|--|
| <p>Members:</p> | <p>Andrea Alvarado (F) Lisa Beach (A-Co-Chair) Jordan Bell (F) Paul DeMartini (C) Dave Harden (F) Tara Jacobson (F-Co-Chair)</p> | <p>Jurgen Kremer (F) Kerry Loewen (A) Dawn Lukas (F-AFA) Michael McKeever (F) Lauren Mitchell Nahas (C) Mai Nazif (F)</p> | <p>Mary-Catherine Oxford (A) Mike Roth (Ex) Kim Starke (Ex-officio) Kyle Wallstrom (C) Ethan Wilde (F)</p> |
| <p>Agenda Items</p> | <p>Activities and Outcome</p> | | |
| <p>Committee Business</p> | <ul style="list-style-type: none"> <input type="checkbox"/> Approve minutes from March - Approved <input type="checkbox"/> Notetaker today is Tara <input type="checkbox"/> Committee voted to be an “online only” committee meeting on Zoom. | | |
| <p>Topics From Previous Meeting</p> | <ul style="list-style-type: none"> <input type="checkbox"/> AI Resolution – Academic Senate taskforce update <ul style="list-style-type: none"> o https://academicsenate.santarosa.edu/sites/academicsenate.santarosa.edu/files/documents/Senate%20AI%20Task%20Force%20Recommendations%20for%20Academic%20Senate%20Fall%202024%20%281%29.pdf o Discussion ongoing about including library faculty as a representative anytime specific GenAI work and/or committees are formed o AS voted to recommend that a long-term, multi-constituent task force be formed to address the issues of GenAI and that AS shall forward/recommend work for this committee. o The CS department is formulating a Procedure Statement for implementing AI in all of their classes. The Advisory Committee told us to incorporate AI in existing classes NOW, rather than adding new classes about AI. Michael McKeever will share it with the group after voted upon. <input type="checkbox"/> AI translation in Canvas Inbox <ul style="list-style-type: none"> o Michael McKeever to report findings today –It is convenient and inclusive for students that are multi-lingual. Concerns from faculty that students will use to eliminate required work that they would have to do for their own translations. Faculty want to see students doing their work in class and they are worried this will hinder learning. On a side note: Google translate is used to communicate regularly and effectively between people who speak different languages. o Can we make it an option for faculty to turn it on if they want? Turn on a root level for all users. Instructors need to opt in to have their inbox messages translated. Check box appears. What about for discussions and announcements? This will come back at May meeting for a vote with more information. <input type="checkbox"/> DEETAC Report - Datamart, RSI, Definitions – new: working XF01 Modality options. looking at changes to Datamart, RSI. Definitions went back to CCCC, still working on them. Modality options XF01. When IT sends report to chancellor’s office of all their sections and what modality those sections are offered, every session of every section has to be assigned a modality number. | | |

| | |
|------------------------|---|
| | <p>72 is the number for completely online asynchronous – but a lot of modality numbers are listed including very outdated options. Cleaning that up. Part of the discussion is what modality number is used for HyFlex.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Recommendation for Name Coach software – Will be put on the consent agenda for next senate meeting <input type="checkbox"/> Proctorio update – AS approved the recommendation to renew license with Proctorio. Will be sent to VPAA. |
| EdTech Update | <ul style="list-style-type: none"> <input type="checkbox"/> This area is on hold until new DE staffing can be determined – Matt Pearson has taken on new role in Media Services so need to discuss this for the future. |
| New Business | <ul style="list-style-type: none"> <input type="checkbox"/> New committee charge: College Council for the last couple years have streamlined the committees at the college trying to ensure there is not overlap and duplication, effective reporting, and appropriate functions and responsibilities, etc... This week they announced the results of that work. The District Online Committee changes: Operational responsibilities that fall under DE department will be removed from committee. Committee will focus on teaching and learning in Online Education. <input type="checkbox"/> Concerns about the functions being removed and where will these go? Who will be responsible? Are there contract issues being violated? Where will decisions about curriculum and faculty professional development in online teaching and learning go? John Stover confirmed no contract violations, CC is giving constituencies their full lane to do their work. Folks from subgroup will be asked by John to come to DOC to explain the changes. Membership will stay the same. Lisa will send copy of comparison document to the committee. <input type="checkbox"/> New RP Group Report on DE <ul style="list-style-type: none"> <input type="checkbox"/> 61% of colleges in our system increased their online offerings by 40% <input type="checkbox"/> Students have more positive opinions of the use of AI than faculty. <input type="checkbox"/> MIS codes need to be cleaned up, lots of discrepancies. <input type="checkbox"/> 25/73 districts define modalities at their college. SRJC has a link so students can click during schedule of classes to see these definitions https://classes.santarosa.edu/modalities <input type="checkbox"/> Students that take classes online earn more credits and have a greater chance at degree completion. <input type="checkbox"/> RSI Webinar scheduled for April 29 12-1, CO, ASCCC, ACCJC, DECO <input type="checkbox"/> Online Teaching Conference June 16-18, 2025 Long Beach Convention and Entertainment Center <input type="checkbox"/> InstructureCon July 22-24, 2025 in Spokane, Washington <input type="checkbox"/> Link sent from Lisa Beach to offer feedback to Instructure (Canvas). What do faculty want in terms of GenAI incorporated in Canvas. |
| Future Business | |

Note-takers for 2024/2025:

September: Lauren | **October:** Kerry | **November:** Dawn | **December:** Andrea | **February:** Jurgen | **March:** Mai | **April:** Tara | **May:** Dave

Committee Function [CF]: 1) Promote the knowledge and understanding of Distance Education across the District. 2) Provide a forum for the discussion of and assisting with online issues related to curriculum development, faculty training, and faculty support. 3) Conduct regular assessment to determine online learning needs. 4) Develop and recommend District policy and procedures in the area of online learning. 5) Maintain a set of best practice recommendations for online instruction. 6) Provide input on the Online Learning website. 7) Provide advice as requested on matters related to online instruction. 8) Consult with the Educational Planning & Coordinating Council (EPCC) on matters related to online instruction.

Suggested Software Adoption/Renewals Process

The following process would ensure faculty primacy in decision making, as well as appropriate vetting and funding. This would most likely need to be done twice a year (fall and spring).

- a. The DOC (or a subgroup) reviews all software titles currently being funded.
- b. DOC members are asked if they know whether there is other software (perhaps new) not listed that would be important for faculty to have (DOC faculty would be asked to reach out to their constituency groups for input).
- c. Requests for software made directly to DE would be added to the list.
- d. DE would provide current pricing models for each title, as well as usage data if available (acquisition of Canvas Insights would make this easy to obtain for all software used within Canvas).
- e. DE would review the final list for potential overlap with existing tools, issues with accessibility, problems with equity, known bugs, LTI integration issues, etc.
- f. IT would review the list for potential security issues.
- g. The DOC would be given all the supplementary information gathered above, then asked to rank all requests from most to least important for faculty. They could include commentary about why particular resources might be critical in certain programs, might conflict with faculty values, or any other issues they might want to comment on.
- h. The final DOC ranking (including supplementary information) would be sent to the Academic Senate for discussion/approval.
- i. The results from the Academic Senate would be sent to Robert and Kate for funding consideration.
- j. Approved funding would be added to the ITG budget for processing as part of that committee's Tech Plan.