

## District Online Committee - Minutes

Wednesday, April 10, 2019 ~ 1:00-3:00 p.m. ~ CETL - Doyle Library (3<sup>rd</sup> Floor)

Agenda Items	Activities and Outcome
<b>Members:</b>	Present: Lisa Beach, Alicia Virtue, Erin Sullivan, Amanda Greene, Alice Hampton, Jessica Harris, Jurgen Kremer, Debbie Gonnella, Mike Roth, Anna Valdez, Mike Roth, Jacqueline McGhee
<b>Welcome and Approve Meeting Minutes:</b>	March 13 meeting minutes approved
<b>Announcements:</b>	<ul style="list-style-type: none"> <li>• DE has hired new instructional designer, Michele Larkey. Start date: 4/25/19</li> <li>• Alice Hampton will step down as DOC faculty co-chair at end of academic year. The DOC is grateful to Alice for her dedication and work.</li> <li>• DOC will elect a new faculty co-chair at the first meeting of the new academic year (September)</li> </ul>
<b>Distance Ed and state updates: [Lisa]</b>	<p>Drop Survey: (slide attached)</p> <ul style="list-style-type: none"> <li>• reviewed recent report ranking why students drop F2F and online classes (slide attached)</li> <li>• discussed revising drop report format and design</li> <li>• suggestion to create workgroup to revise drop survey design</li> <li>• email Lisa Beach if you are interested in working on this</li> </ul> <p>New Cal-PASS Student Success Metrics: SRJC &amp; Foothill 2017-18 (slide attached)</p> <ul style="list-style-type: none"> <li>• discussed metrics that align with new funding formula</li> <li>• all technical definitions available once parameters are selected: <a href="https://www.calpassplus.org/LaunchBoard/Student-Success-Metrics">https://www.calpassplus.org/LaunchBoard/Student-Success-Metrics</a></li> </ul> <p>CVC-OEI Grant: Improving Online CTE Pathways (slide attached)</p> <ul style="list-style-type: none"> <li>• \$35m grant /\$500,000 per college</li> <li>• due May 1</li> <li>• discussed how grant funding would support development of courses; using existing institutional structure to support process; considering hybrid CTE courses as option; providing support for existing courses; how course reduction reconciles with increasing online course offerings.</li> </ul> <p>Negotiated Rulemaking – Higher Education (slide attached)</p> <ul style="list-style-type: none"> <li>• reviewed proposed changes</li> </ul> <p>Conferences: available to register</p> <ul style="list-style-type: none"> <li>• Online Teaching Conference: <a href="http://onlineteachingconference.org/">http://onlineteachingconference.org/</a></li> <li>• Intstructurecon: <a href="https://blog.canvaslms.com/news/instructurecon19">https://blog.canvaslms.com/news/instructurecon19</a></li> </ul>

<p><b>Discussion with Math Department: barriers to online instruction</b></p>	<p>Math Dept. Chair Mark Ferguson offered rationale for the Math dept. not offering online courses, as well as barriers and conditions necessary to offer online courses:</p> <ul style="list-style-type: none"> <li>• 2013 Math Dept. policy states instructors must teach F2F before online.</li> <li>• Math Dept. will consider online courses when the district considers testing facility for proctoring pencil/paper exams.</li> <li>• Math Dept. agrees that some math concepts lend to online learning, but mostly not the case, particularly for developmental courses.</li> <li>• Certain exceptions exist where students experience success online, but rare in math.</li> </ul> <p>Discussed:</p> <ul style="list-style-type: none"> <li>• option for online students to locate local proctoring center for paper/pencil exam</li> <li>• security and accessibility issues regarding online testing/proctoring</li> <li>• success of online courses using adaptive learning software (CEREGO: <a href="https://www.cerego.com/">https://www.cerego.com/</a>)</li> <li>• ready reference to online material/instruction, increasing comprehension</li> <li>• Zoom for synchronous instruction, supporting regular effective contact</li> <li>• exploring successful online math courses at other colleges</li> <li>• issues and options for authentic online assessment</li> <li>• maintaining curriculum standards</li> </ul> <p>Suggestion made to address Math Dept. rationale for not offering online courses as a separate conversation from OEI course exchange decision.</p>
<p><b>New Accessibility Policy and Procedures</b></p>	<p>Leila Rand, in partnership with Phyllis Usina, co-faculty chair of the College Council, presented the new language being proposed for Board Policies and Procedures related to accessibility.</p> <ul style="list-style-type: none"> <li>• Law requires that online materials be accessible. Priority of Chancellor’s Office is to implement policies supporting accessibility in colleges, and recommends colleges develop internal policy/procedures.</li> <li>• New language being proposed for SRJC Board Policies and Procedures includes input from several constituents, including DE and DRD, and will be presented to AFA and Academic Senate.</li> </ul> <p>Suggestions discussed:</p> <ul style="list-style-type: none"> <li>• developing list of available support for creating/providing accessible materials</li> <li>• supporting accessibility staffing/resources to accommodate increasing online courses</li> </ul>
<p><b>Adjournment</b></p>	

**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 (EPC) on matters related to online instruction.

<b>Meeting Dates &amp; (Note Takers):</b>	<del>9/12/18: Leena Her</del> <del>10/10/18: Liz du Plessis</del> <del>11/14/18: Mike Roth (Alicia Virtue)</del> <del>12/12/18: Andrea Thomas</del>	<del>2/13/19: Mike Roth</del> 3/13/19: Debbie Gonnella 4/10/19: Jessica Harris 5/8/19: Anna Valdez?
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