

District Online Committee - Agenda

Wednesday, April 11, 2018 ~ 1:00-3:00 p.m. ~ CETL - Doyle Library (3rd Floor)

Agenda Items	Activities and Outcome
Members:	<p>Lisa Beach (Director DE, co-chair), Alicia Virtue (Dean, LRET), Liz Du Plessis (DE), Alice Hampton (Child Development), Dave Harden (Computer Studies), Corrine Haverinen (DE), Mitch Leahy (Admissions and Records, Ex Officio), Michael McKeever (Computer Studies), Mike Roth (IC, Ex Officio), Andrea Thomas (KAD), Phyllis Usina (Library, Faculty co-chair, Cheri Winter (Scheduling, Ex Officio), Yolanda Garcia (Dean, Child Development), Kaitlin Wood (Student Success Specialist), Corinna McClure (Health Sciences), Leena Her (Work Experience), Sarah Whyhly (DE), Jurgen Kremer (Behavioral Science), Michelle Vidaurri (Director, Assessment Services & Student Success), Jessica Harris (Library), Walter Chesbro (IT)</p> <p>Note Takers: Corrine Haverinen</p>
Approve Meeting Minutes:	<p>February 14 and March 14 Approved</p>
Announcements:	<p>Phyllis appointed with Curriculum Review Committee to get rid of unapproved DE Proposals</p>
Distance Ed Updates/ state updates: [Liz]	<ul style="list-style-type: none"> • DE Studio has signups. Learning Glass is now set up so faculty can be filmed drawing on glass while showing their face. Still need lighting set up. Part time Course Developer working in DE, Emily Hansen will help. Due to limited staff hours faculty will need to be independent. If we get lots of signups, go back to district to get staff. • Captioning fund of \$10K is in place, some monies available now. Media Services will oversee use of fund. • Textbook Committee – resolution by Michelle Pilati for recognition of courses with low-cost course materials. • Dr. Jennifer Carlin-Goldberg in Math featured on @One Blog about Open Stax textbooks. • Proctorio is now integrated in Canvas as a pilot. Need instructors, one has signed up currently. • Michelle Vidaurri spoke about AB 705 Assembly bill to increase likelihood that students will transfer within 1 year. It was found that putting students straight into transfer level showed more success. Involves re-design of Basic Skills and replacement of standardized tests. Curriculum design needs to happen this summer for Fall 2019. • Student Drop Survey – largest 2 categories of reasons for dropping were conflict with schedule, and family responsibilities. Results did not speak well to online/hybrid. We could come up with better questions that speak to the issues of the amount of time to take online/hybrid classes. • Catalogue has language about non-attendance policy that seems faulty on the part where instructors are required to drop on “second day” of class. Should be second week. Looked at Board Policy 8.1.5P and it is also worded poorly. Also, how to define “active participation, also included in the language.” • OEI Course Exchange update: 9 colleges in Exchange, OEI is abandoning Exchange software they were developing in-house and going with outside vendor. OEI survey of Canvas comparison to other LMS shows big increase in preference for Canvas from F2015 to 2017. • OEI Products discussion. Products provided by OEI include Canvas, NetTutor, Qust for Online Success, VeriCite, OEI Rubric, Conex Ed, and the Exchange. How useful is VeriCite? Does it check same number of sources as Turnitin? VeriCite’s response to this is murky, appears to check much less sources. Grousing about Turnitin that now costs \$40k per year and going up. Liz showed web page on how to integrate Turnitin into Canvas with lengthy description, and many clicks required. • There is a new Canvas Community Interest Group • Chancellor has podcasts.

<p>Captioning and Accessibility, follow up: [Corrine]</p>	<p>Please review the pages Corrine has been working on to give feedback: https://de.santarosa.edu/multimedia/multimedia-accessibility https://de.santarosa.edu/accessibility/who-responsible-accessibility-online-courses</p> <ul style="list-style-type: none"> • More discussion about these two pages • Feedback included questioning the use of the word “responsibilities” for the “Who is Responsible for Accessibility of Online Courses” page. Suggestion to use “roles” instead. • Positive feedback on effectiveness of responsibilities page as a good resource for busy faculty • Discussion of DRD owning of responsibility in the process of online accessibility. DRD separates themselves from the online component of accessibility work. • Suggestion to include DRD in future DOC meeting to increase involvement while promoting shared governance. • Suggestion to send out reminders to faculty to self-check courses every semester
<p>Canvas add-ons Follow Up: [Alice]</p>	<ul style="list-style-type: none"> • No funding now for Canvas add-ons. • If we do get funding, we need to send out survey to decide what add-ons to spend money on, will need survey • Voice Thread tool discussion – an asynchronous posting tool, an alternative to the Discussion Board. Faculty can get a number of free Voice Threads, but not promoting it now because we need an accessibility plan first. Students have to register to use.
<p>Retention and completion: Discussion</p>	<p>Completing this discussion that we did not have time for during the last meeting</p> <ul style="list-style-type: none"> • Two discussions on this topic: on rates and on support • Fact Book data – looked at Enrollments, Credit. Can compare Campus Location of Online vs all methods. • Retention means students that stay in class to the end and don’t get an F grade. Completion means get a C or better. • Looked at Course Completion and Retention numbers, comparing by years and Sections Fill Rate which is actual enrollment vs. maximum seats. • Data was maybe not accurate in first year of records for online – 2013 • Ideas to go forward with: <ul style="list-style-type: none"> ○ Feedback as a committee on retention and completion ○ Figure out what instructors have good retention and interview them. (Be careful not to get in coaching position) – Faculty need to lead - talk to individual departments, identify successful faculty and evaluate their style. Form peer-to-peer groups for consultations faculty-to-faculty. (Appreciative Observation – only one online faculty has signed up.) ○ Keep the conversation going, find other ways to promote retention and share with faculty in online community of practice.
<p>Adjournment</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 (EPCC) on matters related to online instruction.

Meeting Dates & (Note Takers):	9/13/17: Alicia Virtue 10/11/17: Yolanda Garcia/Sarah Whyllly 11/8/17: Kaitlin Wood 12/13/17: Elizabeth du Plessis	2/14/18: Yolanda Garcia Corinna McClure 3/14/18: Dave Harden 4/11/18: Corrine Haverinen 5/9/18: Leena Her
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