

# Meeting Minutes

**Date:** Tuesday, Sept 13th, 2022

**Location:** AC 229 and [Zoom](#)

**Present:** Maria Coulson, elle dimopoulos, Erik Dunmire, Andy Haber, Joshua Kas-Osoka, Rachel Klein, Stacey Lince, Jessica Park, Emily Schaeffer, Kathleen Smyth Cari Torres, Grace Mengqi Yuan

**Absent:** Dong Nguyen, Burton Schane

## Meeting Topics

- TPC Faculty Survey
  - Grace Co-chair from TPC joined the meeting to discuss the survey and request a DEC member to join TPC.
  - The committee attempted to work on the survey to define dual delivery vs hybrid and have decided the work group needs to convene to define and explore how other schools are shifting to dual delivery.
- Subcommittee recruitment –Exploring dual delivery models
  - Going Academic Senate Thursday 9/22. Kathleen will go for DEC to recruit work group.
- DE Plan
  - Stacey, Cari and Kathleen will bring an outline next meeting
- POCR (Item added to Agenda)
  - Kathleen stated the POCR process is becoming challenging with the new modalities and get course through that are not up to par.
  - We need a process for hybrid which do not hold up to the rubric because the engagement is in classroom (or that is the argument).
  - Kathleen will be stepping down from DE coordinator next year. Need to recruit a replacement
  - A call for a separate POCR lead is needed. Kathleen heard from people that they did not apply for the DE coordinator position because POCR was included in the job description.
  - Discussion ensued regarding processes in place that allow more faculty to go through POCR and concerns about faculty having to have every course reviewed if they have gone through it already. Many faculty do not take the revisions and reviewers comments into consideration as they develop new courses as evidenced in several courses that have already gone through the process.

- TPC Faculty Survey
  - Grace Mengqi Yuan, Co-Chair of the Technology Planning Committee (TPC) attended to discuss the TPC faculty technology survey and recruit faculty to be part of the TPC. Members agreed that overlap between the two committees is important for consistency and information.
  - The TPC survey was created during the Spring 2022 semester and recruit faculty for the TPC. The survey was put on hold due to the DEC concerns about Hyflex/Dual Delivery questions at which time it was reworded to include DE language.
  - DEC reviewed the current version of the survey and came to agreement that the survey needs additional work to include a working definition of dual delivery.
  - There is continued debate as to whether the Zoom model should be called “hyflex” or “dual delivery”
  - The survey should be used to inform the subcommittee work

## Action Items

- Stacey and Grace will work together to revise the survey and bring back to the committee

Adjourn

Next meeting 09/27/2022

## Resources & Links

- [TPC Faculty survey](#)
- [AP 4105 Distance Education](#)
- [2016-2019 DE Plan](#)