

Distance Education Committee Meeting Minutes

Date: Tuesday, March 28, 2023

Location: AC 229 and [Zoom](#)

AC229 attendees: Stacey Lince, Cari Torres

Zoom Campus location: Maria Coulson, Andy Haber, Kathleen Smyth, Rachel Klein, Emily Schaeffer

Zoom disclosed remote location: elle Dimopolous, Joshua Kas-Osoka

Absent: Burton Schane, Dong Nguyen

Meeting Topics

Open Discussion

- March 14 meeting was canceled
- Agenda approved
- Minutes corrected and approved
- Brown-Act follow-up.
 - Today is a stormy day many members opted to stay home or attend from campus office via Zoom.
 - Executive team needs to have guidance on how to enact emergency systems so that we can shift to online. Applies to both meetings and classes.
 - We need some flexibility and streamlined communication on how and when campus is closed and or/shift to online

Pronto

- Now integrated in Canvas
- 10 faculty are participating
- Jessica share that she had her students do an icebreaker activity about their spring break
- ASCOM invited to participate

Legacy courses

- Haven't moved forward because coordinator has not been hired
- UWC says the candidate who applied is more than qualified.
- As soon as candidate is hired, Kathleen is ready to go.

Faculty Evaluation

- Feels like the process is not working. The evaluators complain it is too much time.

- They don't understand the process. They are supposed to complete a form first prior to evaluating.
- Maria is doing a one now and has experience with POCR. The difference is that in-person you look at a snapshot, but online is a bigger picture and you have to dig through the Canvas shell. We do not nitpick people's syllabus when doing in-person or if they are covering the learning outcomes.
- Patrick said the most important piece to evaluate in either modality is the student-student interaction
- The form needs to be shorter and more of a checklist
- Workgroup is being coordinated to make changes to the form as requested by the Union

State DECO Update (agenda amended)

- Canvas studio will be supported
- Some @One courses will still be supported. However, OTD is not being offered
- STAC was sent out will review with DEC once Co-Chairs have had a chance to review the form

Dual Delivery

- Getting the equipment has been difficult
- Assign a faculty member to pilot equipment
- Workgroup should have been coming up with definitions, pedagogy, etc.
- Emphasis is on taking an asynchronous class face-to-face and not the other way around
- DEC most likely will have to come up with the plan for moving forward with rollout, training, and definitions.

Action Items

- Review/Edit Online Learning Student Survey for next meeting

Adjourn 11:45

Next Meeting: 4/11/2023