

Meeting Minutes

Date: Tuesday, August 30th, 2022

Location: AC 229 and [Zoom](#)

Present: Maria Coulson, elle dimopoulos, Andy Haber, Joshua Kas-Osoka, Stacey Lince, Emily Schaeffer, Kathleen Smyth, Cari Torres

Absent: Erik Dunmire, Rachel Klein, Dong Nyguen, Jessica Park Burton Schane

Meeting Topics

- Introductions: New members Joshua and Emily were introduced
- DEC Charge: The most recent version of the DEC charge was reviewed
- Cari raised concerns about the faculty who [anecdotally] has learned are still offering Zoom classes and/or allowing students to Zoom into the in-person class
 - The committee has questions as to how we address this from a policy standpoint
 - Faculty have concerns about enrollment
 - There is no online synchronous option
 - How does DEC address faculty who don't follow current policy and continue to offer online synchronous or zoom in the classroom when we have told other faculty no and have outlined this in policy?
 - Who is responsible for setting the faculty straight? Shouldn't it be the deans?
 - Faculty don't understand why it is important to follow our current policy
 - Discussion about how to
- Dual Delivery Pilot and classroom technology
 - We need to show them [faculty] our plan for integrating dual delivery, including training on equipment.
 - Andy reported that we are close to having all the equipment to do a pilot. We will be able to do a trial room in the spring semester. He sees great advantages for the college moving to the dual delivery model and because of the changes that have occurred in the world and the way we are working and living
 - He and Stacey met and did run into some issues with the equipment. Simplicity is best.
 - Still needed are a heavy duty cart and possibly \$1200 for second set up. Andy will contact the vendor.
 - Joshua raised concerns about the sessions being recorded in the dual delivery model and holding faculty accountable when there are no consequences.
- Subcommittee recruitment and exploring dual delivery models needs:

- Clarity is needed about the delivery models and the expectations need to be clear
- Post a call for interested faculty
- Student survey and data from convocation
- Student input from the students in the pilot
- ASCOM should be on subcommittee and Sadika
- Our own in-house 6 week version of OTD to expedite training requirement
- Research other institutions and their approaches
- Determine what courses are even a fit for dual delivery
- Revised Faculty Evaluation form: (moved to next agenda)
- DE Plan (Moved to next agenda)

Action Items

- Before next meeting we have will have a draft document about subcommittee and pilot to present to senate
- Kathleen will attend next Academic Senate meeting
- Next meeting 9/13/2022

Resources & Links

- [DEC Charge](#)
- [Faculty Evaluation Form](#)
- [AP 4105 Distance Education](#)
- [2016-2019 DE Plan](#)