

Distance Education Committee Meeting Minutes

Date: May 7, 2024

Location: AC 229 and [Zoom](#)

Present: Maria Coulson, elle dimopoulos, Erik Dunmire, Cara Kreit, Stacey Lince, Jessica Park, Kathleen Smyth, Cari Torres

Absent: Andy Haber, Joshua Kas-Osoka, Rachel Klein, Dong Nguyen, Emily Schaefer, Burton Schane,

Agenda: Approved

Minutes: Approved

Meeting Topics

- Scheduled dates for concluding/publishing 2024 terms
 - Publish Monday June 10
 - Publish Fall Friday Aug 9th
 - Conclude Spring Aug 9th
- Discussed creating a new call for Dual Delivery pilot
 - Do we want to use the old call?
 - Use a course that has been POCR'd (or willing to POCR)
 - Shawn Nelson will likely apply
 - Colleen Mihal is also interested in a Zoom option for student presentations
 - Need to hear more about her plan. Will invite to our standing DE meeting next week.
 - Ask Jeff Yates
 - The course should be hybrid
 - Do faculty get stipend?
 - 15 hours for set up – meeting with IT, learning the equipment etc.
 - Need to speak with IT to find out their availability
 - Limit the call to three faculty
- Discussion on POCR process for concurrent and sequential courses
 - Came up because MMST 142 was POCR'd and the instructor was told he needed to POCR 152, 162 and 172
 - The instructor and content are the same
 - SLOs were all combined into one course for the four courses
 - Shawn Nelson had to POCR all of his sections
 - The review was fast because they were identical courses
 - Individual POCR shells for concurrent courses (not crosslisted)

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- DEC is making the recommendation to senate that each course with in a concurrent course grouping needs to go through POCR
 - Maria will add to the agenda and Cara will present in her absence
- DE Plan Senate feedback and next steps
 - Addition of reporting to senate regularly to DEC Charge
 - Will update the website
 - Cover was created by Dave in College Services
 - Cari will send to the Board for meeting on June 18th
- Ed Tech Tools
 - Enabling Pronto opt-out setting
 - Will change settings to “opt out” rather than “opt in”
 - Stacey will work with Burton and Sydney to be turned on for summer
 - PopeTech Dashboard
 - We are opting to use for admins purposes only at this time
 - Too confusing with Ally Dashboard
- Flex week proposals
 - Form went out two weeks ago
 - Accessibility
 - Doc accessibility, ally, etc
 - Turnitin AI
 - Collaboration using AI
 - AI and Voice
 - AI and workforce (Dan Zafran)
 - Pronto
 - Dual Delivery

Action Items

- Confirm meeting dates and member commitment level for next semester meetings

Adjourn: 11:56

Next Meeting: May 21, 2024