

DISTANCE ED COMMITTEE

April 9th, 2021

10:15am – 11:45am

Zoom meeting

Minutes

1. Call meeting to order at 1016 am.
2. Approval of the Agenda was motioned by Charles and 2nd by Elena.
Approved by consent
3. Approval of the Minutes from March was motioned by Charles and 2nd by Elena. Approved by consent.
4. Goals conversation continued led by John.

Goal #3. Recommend that RCC communicate to DE students the need to have access to a laptop or desktop computer.

Cares funds purchase lots of tech for students, all kinds of tech for learning. Should we contact the office that handed out the tech to find out if the loan process will keep going beyond this spring/summer? Chromebooks are considered mobile devices, not laptops and are not fully functional with Canvas. Will Canvas address this issue and start working better with mobile devices?

Since the college is providing tech, we are addressing the equity questions. Adjust 3b to include Chromebooks as mobile devices. We have satisfied this goal though funding reacting to COVID 19. CIS working on pilot using NetLab Environment as a bridge to allow canvas to work with Chromebooks and Macs.

Goal #4. Develop and recommend a rubric for online courses to be included for the faculty Improvement of Instruction process.

Striving for a better structure for online courses by folding in elements of the CVC-OEI rubric, the @ONE rubric. Created, but waiting for approval to use, a IOI document to evaluate adjunct online courses. It was adapted from the face-to-face documents. Dean Davis has a chart that compares the Rubrics to the IOI. As a committee, we helped in the development and recommend approval for use. Modify goal to include assessment and improvement phases.

Goal #5. Communicate to Distance Education faculty the availability of an online proctoring tool.

We have several tools embedded within Canvas; lockdown browser that uses Respondes and Protorio and faculty know about the tools through word of mouth, online sessions with DE staff, and highlights within the DE newsletter.

5. RSI document, review of feedback by others. Original file sent to committee on the 22nd of March. Committee unanimous voted to send the document to the Academic Senate and recommends approval.

6. Certificate for online instructors; course design content. Documents were shared by Dean Davis, the same that were constructed in meetings with the DE chairs of NCC and MVC. Highlights. Online teaching will be updated every 3 years because tech and how to use it in education is always changing. While the Instructional Design Camp is the main (underdevelopment) way to obtain an online teaching certificate from RCCD, other pathways will be identified as fully as possible. Examples include a certificate from another CCC or a collecting of courses from @ONE that are equivalent to the Instructional Design Camp. AP2105 states that the VP of Academics will monitor the alternate certificate pathways.

7. HyFlex. Recent emails announce the desire to offer courses in the HyFlex mode. This is a face-to-face class that would simultaneously broadcasting the lecture out to an enrolled body of students participating online. Some support this effort since it addresses retention and equity issues. It may increase success for students who miss a few classes and then feel they could never pass the course. Turns out that Janet shared this idea with the administration in June of 2020. Administration pointed out the apportionment is the weak link since online students generate less dollars in FTES. And how would student be counted as attending in which mode? There is a successful model in New Mexico. Maybe this is only a RCC conversation since no voice from NCC or MVC has come forward. Maybe the Cares funds can be used to obtain needed equipment.

8. Topics from Dean Davis. Due to time running out, Dean Davis did not address the agenda items and instead spoke about a company called Blackbelt. This is information only. They can offer 24/7 phone support for Canvas. District IT had conversations with the

company to ensure compatibility. They are playing with a public link. Committee members wondered how this would be marketed to the students.

9. Meeting adjourned at 11:45 am