# **District DE Subcommittee Meeting Minutes, 12-12-2022**

**Attendees:** Albert Maniaol, Dr. Didem Ekici, Chiran Adusumalli, Christoph Muhlinghaus, Dr. Cora Leighton, Dr. Stacey Shears, Tim Gibbon, Judy Wong, Irina Rivkin, Jennifer Fowler, Laurie Allen-Requa, Nora Mitchell, Richard Kaeser, Chris Bernard, Tania Mitchell, Jay Gomez, Elissa Jaw

**Guest:** Lisa Valkenier

* The meeting was called to order at approx. 1:02 p.m.
* Motion to approve agenda: Stacey (1st), Irina (2nd) – motion carried
* Motion to approve 11/28/2022 Meeting Minutes: (Irina (1st), Cora (2nd) – motion carried.

## **College Updates**

1. BCC (Cora) – Not much had happened at their college prior to this meeting.
2. COA (Richard) – Online classes still not on the CVC Exchange (Didem/Albert would find-out the issues).
3. Laney College (Judy) – They did a survey; there was an inquiry about AP4105 update and when we would become a Teaching College. (Didem stated possibly in Fall 2023. She explained the process on how to attain the Teaching College requirements and that so many areas need to get involved). Chris Bernard provided an update on the last CVC Exchange meeting he attended that there will be changes in the CVC Exchange policies, i.e., if not a Teaching College, the college’s online classes will no longer be shown on the CVC Exchange. Irina – clarification about the student’s enrollment process.
4. Merritt College (Christoph) - -They have talked about the surveys, POCR website, Flex Day for January 2023, Canvas (Blueprint) template.

(Didem clarified the AP4105 change process.

Judy – has already implemented the student survey; they will only do the faculty survey.

Laurie – questions about Title V changes (180 days start date from Nov. 4th (around April 2023 just to make changes to the policies but not the implementation part).

## **POCR Leads**

1. BCC (Chris) – two (0.2) Reviewers, has courses ready.
2. COA (Jennifer) – they are starting small; guaranteed funding for 4 reviewers.
3. Laney College (Nora) – they have 4 courses submitted to the State (POCR certified).
4. Merritt College - (no update noted).

## **District Update (Didem)**

* Didem asked about Merritt College’s POCR certification – they are closed to getting it.
* LTIs ordered through STAC will continue; CAM Studio will be part of STAC. The renewal for Hypothesis is not till June 2023.
* Per Chris, CVC Exchange will be showing less badges. Didem explained the screenshot that was shared on the CVC changes.
* Accessibility: VPSS confirmed hiring an accessibility expert at the last DAASSC meeting. Jennifer has drafted a job description for accessibility. Dr. Shears requested for a copy and Dr. Cora shared job descriptions from other colleges
* Albert and Dr. Didem will meet with Dr. Drokerin January 2023 to discuss Title V changes.

**Agenda Topics**

* DE Subcommittee Membership for VPIs – Jennifer stated that there was a VPI representative before in this subcommittee (Miller). A motion was introduced to have a VPI representation in the DE Subcommittee: Irina (1st); Dr. Shears (2nd); motion approved.
* Ally Translation – Dr. Cora provided an overview on the use of Ally – alternative format option (translated version of the page available in various languages). Turning it off globally (not just the translated version) was brought-up for discussion and will decide.
	+ Guest Anthropology Faculty, Lisa Valkenier. from Merritt College asked, “Is the Ally translation always there?” (Was the feature there before or just new)? Srujana responded that about 2 semesters ago when the feature was added.
	+ Lisa was questioning about students’ submission, i.e., essays, performance on quizzes. “Policing student is great.” It is getting difficult to verify original student’s submission. Ally translation contributes to the issue.
	+ Dr. Didem – academic integrity is crucial; Lisa needs to hear from faculty who benefits from using Ally.
	+ Jennifer Fowler would also like to hear input from other faculty regarding its benefits.
	+ Laurie – helpful in Biology concepts – complicated process to describe in their own words; she likes it for students to learn the context in understanding the concepts in their language.
	+ Nora – Is the ON/OFF districtwide or by college? Srujana answered that the ON/OFF is at the root level. Possibly the vendor can turn it off/on by course.
	+ Lisa – critical thinking/mastery of materials; translation tool within the course is not appropriate – they can use outside translation services if they like.
	+ Jennifer – if we turned-off the feature, we must provide (students) a list of additional services.
	+ Dr. Cora – prefers to refer students to other tools, except for accessibility needs.
	+ Irina – not to turn-off the accessibility feature. Question: translation – not to interfere with accessibility? (Ally vs. Kirswell) screen readable
	+ Jennifer suggested if faculty wants the feature OFF/ON to initiate a trouble ticket.
	+ Christoph – “It’s an honor system” that should be looked-into.
	+ Lisa – (academic integrity) such as plagiarism.
	+ Tim Gibbon – suggested for Srujana will contact vendor about the translation.
* HyFlex – we cannot implement HyFlex at this time. Irina remarked that the union will prevent instructor for students to take HyFlex.
* Next meeting – Spring 2023 Semester – to be determined.

Meeting was adjourned at approx. 2:30 p.m.

Unedited Meeting Minutes

A.. Maniaol

2/12/2023