PCCD Distance Education Subcommittee
Monday, March 13, 2023; 1-2:30 PM
Zoom Recording
Present: Didem Ekici, Monica Ambalal, Laurie Allen-Requa, Irina Rivkin, Chris Bernard, Amany Elmasry, Jennifer Fowler, Cora Leighton, Elissa Jaw, Albert Maniaol

I. Welcome and Introductions
   a. Approve the DE Subcommittee Minutes from February 27th, 2023
   b. Agenda for March 13th, 2023

II. Updates
   a. Student Priorities & Updates (Jingyi Zhou/BCC)
   b. College DE Committee updates
   c. POCR Lead updates
   d. District DE Coordinator update

III. Accessibility Job Description Discussion
   a. Editing live Google document – Chris has taken notes on here
   b. Fully remote position may not capture as many faculty as possible; rotating office hours should require some physical time on campus; has SEIU for this classified position negotiated anything?
   c. Question #14: combo of student worker program and online remediation course content – will faculty worry over students fixing a course?
      i. #14 is merely a suggestion; it would be an ask by the faculty and an assist
   d. #11 is not very accessibility-based – take this out
   e. Position to report to VC Ed Svs or Director of Ed Svcs – not dean (not a college position)
   f. 6th bullet point: make more general – too district-focused when working more with faculty
      i. Or simply delete as a whole
   g. For job announcements: allow tele-interviews by adding “unless you have an accommodation”
      i. May not be under committee authority, but HR
         1. Make a request to HR
   h. Minimum Qualifications: missing a master’s degree?
      i. “Bachelors or Higher in....”
      ii. Field-specific not necessary?

IV. Recommendations for updating Faculty Selection & Workload (AP 4105)
   a. Meet the deadline for Title V
   b. Requires deeper discussion
   c. Work efficiently; 2 options that will make a difference and shorten negotiation process:
      i. Go with committee suggestions on update; definitely needs to be updated
      ii. Provide examples (from other colleges); now phase 2 exists
iii. Any other ways?
   1. Bring to Academic Senate to recommend to administration to look at committee recommendations
   2. State mission goals; have all the tools and data to back up

d. Accommodation would go before seniority

e. Add the online equity rubric class to make more open; is an important area, too
   i. Leave as is, but add an “or” to #2 to make more open, not stringent (other options)
   ii. Doesn’t substitute for course management class

f. 2 requirements:
   i. How to use Canvas - technical (create modules, send announcements, etc)
   ii. Pedagogy side (POCR, online equity, humanizing online teaching)
   iii. Try to combine and require both
   iv. Union push back – will want faculty to be compensated; provide trainings at the district
      1. Figure out potential pushbacks and work on those first

   g. What is the process on moving forward?
      i. Simultaneous
      ii. What type of flexibility, solutions are there?
      iii. Have colleges put together a “wish list”

   h. Need to consider the student and success rates
      i. Online has been successful; POCR has higher success rates among students

   i. Ask - What qualifications are desired? & Will add rationale

j. Everyone look at other AP 4105’s

V. Q&A

VI. Adjournment
   a. Next Meeting: April 10, 2023