

**District Distance Education (DE) Subcommittee
Meeting Minutes
Monday, October 10, 2022, 1:00 p.m. - 2:30p.m.**

Attendees: Albert Maniaol, Dr. Didem Ekici, Richard Kaeser, Srujana Tumu, Judy Wong, Christoph Muhlinghaus, Laurie-Allen Requa, Jennifer Fowler, Dr. Cora Leighton, Elissa Jaw, Chiran Adusumalli, Monica Ambalal, Amany EIMasry, Chris Bernard, Irina Rivkin, Dr. Stephanie Droker

Welcome and Introductions

The meeting was called to order at approx.1:03 p.m. Didem provided an overview of the agenda and stated that the subcommittee still needs student representatives from each college.

- **DE Subcommittee Approved:**

- o Agenda for 10/10/2022 was adopted
Motion to approve by Monica, seconded by Laurie
- o Meeting Minutes from September 26, 2022
Motion to approve by Irina, seconded by Cora

- **College DE Committee Updates**

BCC (Cora Leighton) – They met last Thursday with their local Technology Committee: A resolution is being developed by their Academic Senate that will request funding and transparency. They are still working on it. Tech. Committee discussed the software that is under DE, Library and/or the other departments; there is always a “fight for funding,” for example, Canopy - but now has consistent funding. Another example is Labster. It was a very productive discussion and was brought up to a round-table. There is a possibility of developing rubrics for adopting LTIs for transparency and in making decisions.

CoA (Richard) – Nothing to update as their committee still has not met. Their next meeting will be at the end of this October.

Laney (Lauren/Judy Wong) – LTI training and Hypothes.is training will be offered during Flex Day (video is available). They still need the language to finalize their resolution and also still need to have a student representative in the subcommittee.

Merritt (Monica Ambalal) – Their committee meeting will be tomorrow (10/11/2022) and personally invited the President of their Classified Senate and the ASG President to ensure to follow the DE Plan. They need better communications as they were already invited twice but no responses, which is a concern. The LTI Handbook was also referred to including the HyFlex situation which she will check with the Faculty Union President, Dr. Shanoski.

Didem remarked that HyFlex cannot be implemented.

POCR Updates

BCC: Chris Bernard – submitted their 4th and 5th classes, will submit the 6th after approval. At their POCR meeting, they talked about sharing shells for badging; Laney’s community of practice; listening and being thoughtful in sharing best

practices; ensuring all reviewers are badged and will collect the information and give it to the administrators. They will meet with the Chairs to look at the departments if they need support. They also talked about the “blueprint.” They also need to have a homepage, like A, B C, D courses. Note: They will look at Monica’s POCR page.

Didem mentioned that Blueprint will be on our next meeting agenda.

CoA: Jennifer Fowler – The 1st 3 classes are officially POCR certified; re-energized to identify the next courses and Oct. 26th is the target date. CoA is locally certified and BCC.

Laney: Laurie – Mentoring process is going well.

Merritt: Monica Ambalal – Barriers came up; pages for Chris is still being built. CVC is updating their rules. Cannabis program wants to be in POCR whether it is not transferable or no CID; aligning to have a quality badge makes it confusing. One of the reviews was given to Shawn; edits will be done by Monica, the other was pulled from CurricUNET. 11 faculty informed her that they are interested in POCR but the challenge is that they will not return POCR courses.

Chris Bernard: Everyone is doing great in POCR. Accessibility – many put all efforts to a hold and need experts who know the laws.

Didem mentioned to Dr. Droker that we need a full-time position (for accessibility). Dr. Droker brought that up with the VPI’s/VPSS’s – for example, using HEERF funds to bring external consultants. SAS/DSPS need to support, like colleges to share but needs to identify funding first.

*In Chat, 508 is not SAS responsibility: accommodations vs. accessibility. Per Elissa Jaw, 508 is not a SAS responsibility and not covered in SAS funding.

Dr. Droker: We are freezing positions due to the \$11M gap in funds that we are not getting. But per Cora, it is still a legal requirement to have materials accessible; needs complex remediation for students to support accommodations. Example: LA got sued because of this. Peralta CCD has a vision on equity – part of our various equity needs to be successful. Didem engaged Dr. Droker and other administrators for support on this.

District DE Coordinator: Didem – her update consisted of the following topics:

- Accessibility
- Modalities – officially approved by DAS with only recommendations: 1) replace Zoom with video conferencing; 2) HyFlex – added note that it is not implemented.
- Title 5- determining the modalities.
- Last update: a PowerPoint presentation was presented on CVC Phase 2 Implementation; Q&A followed and looking into November to sign-up in joining the CVC Phase 2.
- Didem asked for a motion to join in November then will ask Antoine. Cora aid that she is not a procrastinator – if there is an Oracle problem, we have more time to address the problem. Motion to be part of the November cohort for Phase 2 Implementation by Irina and seconded by Christoph.

- Emergency Funding: she has collaborated with Dr. Droker regarding this. Per Dr. Droker, we applied but this is basically the “hold harmless funding” that we apply each year. We will hear if we get approved sometime this month (October). Didem requested to inform this subcommittee on the outcome of our emergency funding application. Jennifer also requested if we could get a copy of the application.
- DE Plans – break-out sessions were made to come up with a few goals/activities based on each college’s DE Plan. The S.M.A.R.T. Goals strategy needs to be used in developing the goals/activities. Examples include “where funding comes from to achieve goals.”
- Any retention software in-use? Cora stated ConnectEd. Irina mentioned that counselors schedule appointments for students (virtual drop-in). The majority is in Campus Solutions. 1st Goal: “Retention and Success... what we can recommend.” Discussions continued and break-out rooms were opened to appropriately join the discussions.

At approx. 2:27 p.m., a report on the break-out sessions was done. Recommendations will be compiled for the next meeting.

Amany answered the mixed asynchronous/synchronous question from Irina – coding needs to be selected for either asynchronous or synchronous. We will go with the majority of students who signed up with asynchronous or synchronous, same logic as CVC and Peralta’s

Meeting adjourned at approx. 2:32 p.m.

Next meeting: Monday, October 24, 2022, 1 p.m. – 2:30 p.m.