



District Online Committee - Agenda

Wednesday, October 12, 2022; 1:00-3:00 p.m.
2nd Wednesday of each month

CETL (3rd Floor Doyle Library)
Zoom Meeting ID: 938 9594
3549, Passcode: 95401

Members:	<p>Andrea Alvarado (F) Present Maria Banachowicz (C) Present Lisa Beach (A-Co-chair by position) Present Delashay Carmona Benson (S) Deidre Frontczak (F-AFA) Alice Hampton (F) Present</p> <p>Also present: Matt Pearson, Lauren Nahas</p>	<p>Tara Jacobson (F) Present Rocio Jimenez (S) Jurgen Kremer (F) Noelle Lavoie (F) Present Kerry Loewen (A) Present Michael McKeever (F) Present</p>	<p>Mary-Catherine Oxford (A) Present Liko Puha (C) Present Mike Roth (EX-officio) Kim Starke (Ex-officio) Present Kyle Wallstrum (C) Ethan Wilde (F) Present Catherine Williams (F) Present</p>
Agenda Items	Activities and Outcome		
Note Taker	Alice Hampton		
Review current DOC function and membership	<p>Ready to move forward based on our charge Looking at our charge today. Liko was at college council, they are figuring out the charge of the committees. They do not know our history or which committees have/ have not been meeting. Suggested Tara and Mary Catherine communicate our status to them. Issue: Choosing software and privacy... this came up at college council. Noted that college does not have a system for choosing software. Are we specific to DE vs online in general?</p> <ol style="list-style-type: none"> 1. Promote the knowledge and understanding of Distance Education across the District. Big charge! Should it be more narrowly focused, like Senate-specific focus? 2. Provide a forum for the discussion of and assisting with online issues related to curriculum development, faculty training, and faculty support. Add student success (relates to 10+1) 3. Conduct regular assessment to determine online learning needs. Vs advise OER? Do we really do assessments? 4. Develop and recommend District policy and procedures in the area of online learning. 5. Maintain a set of best practice recommendations for online instruction. 6. Provide input on the Online Learning website. What does this mean? How is this related to whole college website? What constitutes the "online learning website"? 7. Provide advice as requested on matters related to online instruction. Provide advice to who? This is very broad. 		

8. Consult with the Educational Planning & Coordinating Council (EPCC) on matters related to online instruction. Is this true?
How do we liaison with EPCC? Aren't we advising senate?

Which of these have impacts related to negotiation?

Should we include online student services in some way in our committee mission/ discussion?

Where did these committee charge points come from? Did Senate write these? If we are doing the things related to our charge, shouldn't senate be ok with these? Should we be reworking our charge or sending it back to AS to rework?

Unsure where these committee charges come from.

If we look at some other college's committees/ process, maybe we can bring some recommendations back to the senate or EPCC.

What's the issue AFA has taken with our committee charge? #2—discussion of issues that could be working conditions.

Tara spoke with some people knowledgeable about unions; we should be able to discuss pedagogy and curriculum and without it crossing over to negotiations; we would need to consider impacts and who we would need to include when recommending or taken next steps on our discussions.

Other colleges include student services in their discussion of online education

Important overlap of student services with online education/ distance ed department function.

Budget development—is part of the 10+1. Where does our college have a process for resource allocation for online education? Could we be making recommendations to support that as a formal process?

Issue of the non-instructional use of the LMS—still supports student success, needs to be accessible, etc. We currently have no support for this. (Clubs, affinity groups, STEM groups) We also use it for the faculty evaluation process.

How does our college structure and governance differ from other colleges and how might our contract, governance structure lead to unique challenges here at SRJC

Could we hear back from AS executive committee about questions on our charge (see above). Maybe Tara could go to Executive committee to discuss.

	<p>Tara- let's form a work group to organize these ideas and suggestions (Lauren, Catherine willing to help with this.</p> <p>Committee Website: https://bussharepnt2013.santarosa.edu/committees/district-online/SitePages/Committee%20Home%20Page.aspx</p>
Compare with other colleges	<ol style="list-style-type: none"> 1. What is different or missing? 2. What changes do we propose to bring to AS and College Council? <p>Resources for Discussion: Ideas for DOC & External Examples.docx</p> <p>DE Structures Survey Results - all data 2020.xlsx https://docs.google.com/spreadsheets/d/13wtCnA3sIZ-aDnLcLs6PXwJS9aZgp1mBfmVDABYMLcc/edit#gid=569858346</p> <p>Above spreadsheet for committee to add ideas</p> <p>Question and issue about how what we do in this committee relates to our overall offerings in distance education at the college and how it affects enrollment. How do we bring up conversations, interact with decisions made at college level, student services level, AS level?</p> <p>Is the role of this committee to promote DE practices that support students? If so, how do we bring those conversations forward to the right places?</p> <p>Michael is working on online articulation of programs with other colleges... do GE at their college, do specialized program classes here. Demonstrative of some issues we are dealing with here; maybe this is a good case study for SRJC? This is a faculty-driven initiative. Do we have other examples of initiatives that improve online education for our students?</p> <p>Kerry- working on some similar initiatives; collaboration on degree program with other colleges, taking courses at other colleges but we still get credit for the completion.</p> <p>Problem from last year of the rhetoric that says that online education is less than which is present in multiple places in the college.</p> <p>Should DOC be part of the SEM group? Alice, Tara and Catherine are all on this committee.</p> <p>How can we demonstrate for the college community the effectiveness of online education.</p> <p>Problem of people not using Canvas and therefor in some cases can have lower quality/ substandard online classes</p> <p>Couch every argument in "access"—importance of access and equity and how DE allows access. Could we include this in our committee charge?</p> <p>Ethan sent an email regarding the "flip" from mostly f2f to mostly online classes since COVID. Check it out.</p> <p>Survey would be important to demonstrate importance of DE/ missed opportunities. Seems like we have a dearth of data/ information about this.</p> <p>We could come up with a list of things we would like to know for OIR</p>

	<p>Can we get full data/ questions from survey? Alice will ask OIR</p> <p>Andrea got a survey this fall—find out where that came from (CCC Statewide Decisions Survey, sent to students by Megan)</p> <p>Bring AS data about online expertise requirements, LMS requirements at other colleges (some colleges require updated training).</p> <p>At other colleges—representation across different areas, since online education is so different in each area</p> <p>Committee suggestions and working conditions—not just for faculty, but for DE staff. How do faculty take suggestions and collaborate with DE staff?</p> <p>Idea of sample Canvas shells—sometimes making a path of least resistance is an alternative to getting people on board with something (i.e. using Canvas)</p> <p>PDA session about role of technology, scope, privacy</p> <p>Maria—committee function, do we recommend/ create professional development? Do we address best practices?</p> <p>How do we tackle issues within our institutional structure? We can’t change structure but need to do something to change student experiences.</p> <p>Distance ed does some of this through offering training and workshops</p> <p>How do we make the environment better and help people improve if they want to improve? Evaluation process is very protected for academic freedom.</p> <p>More “intrusive” training—reach out to department chairs to come to departments?</p> <p>Department PDA presentations?</p> <p>Marketing/ outreach in general</p>
List of District Online Education concerns that need to be addressed	<ul style="list-style-type: none"> ▪ Discussion and suggestions on organization and format ▪ Rank in order of priority ▪ Where does the concern go after DOC (AS, AFA, District, SGA, IT, etc...) and for what? (information, discussion, decision, approval, process, negotiation, or implementation)? To be decided by workgroup (see above)
Future business	<ul style="list-style-type: none"> ▪ Estimating student learning hours in online courses - Ethan Wilde ▪ Updating DE support request processes - Liko Puha ▪ Looking at some innovative initiatives we are involved in or aware of.

Note-takers for 2022/2023:

September: | **October:** Alice Hampton | **November:** Andrea Alvarado | **December:** Lauren Nahas | **January:** Noelle Lavoie | **February:** Liko Puha | **March:** Mary Catherine Oxford | **April:** Kerry Lowen | **May:** ?

Committee Function [CF]: 1) Promote the knowledge and understanding of Distance Education across the District. 2) Provide a forum for the discussion of and assisting with online issues related to curriculum development, faculty training, and faculty support. 3) Conduct regular assessment to determine online learning needs. 4) Develop and recommend District policy and procedures in the area of online learning. 5) Maintain a set of best practice recommendations for online instruction. 6) Provide input on the Online Learning website. 7) Provide advice as requested on matters related to online instruction. 8) Consult with the Educational Planning & Coordinating Council (EPCC) on matters related to online instruction.