

Minutes
San Bernardino Valley College
Distance Education Committee Meeting
August 19, 2022 10:00 am—11:30 am
[ConferZOOM](#)

Join from PC, Mac, Linux, iOS or Android: <https://sbccd-edu.zoom.us/j/96135084089>

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Committee Charge: Advises the Vice President of Instruction regarding all issues related to online, hybrid, and/or ITV at the College. The committee functions as a visionary body, as a conduit for information -between faculty/administration/students, and as a technology advisory body for issues related to distance education.

Members present: Maha Al-Husseini, Thomas Berry, Jennifer Bjerke, Davena Burns-Peters, Cherishea Coats, Rania Hamdy, Leticia Hector, Lisa Henkle, Sheri Lillard, Maria Notarangelo, Adam Pave, Teri Strong, Michael Torrez, Margaret Worsley

[Link to meeting recording](#)

Agenda Item	Discussion	Action Items
Call to Order:	10:12am	
Approval of Minutes:	This was forgotten. We will approve at next meeting.	
Welcome New Members!	Davena welcomed new faculty members.	
Review mission, purpose, and purview of committee	The committee charge (as stated above in these Minutes) was read and reviewed. It was observed that ITV might be dated and should be removed. Also the term “Best practice(s)” is not mentioned in the charge. A discussion was had about the roles of the DE Leads and Committee, and how we make recommendations. We do not regulate or create policy. Sheri added that we need to be mindful that we are not regulatory, and we need to be aware of workload for faculty.	DE Leads will add the term and concept of best practices
Recap of L1 Training status and plans for the year: total trained, updates to L1 for RSI, plans for the year overall	The training has been an ambitious endeavor, and facilitators were over-extended (especially towards the end of the MOU). Thank you to the few DE committee members who were able to step in and assist in facilitation. The MOU is no longer in place, and we’ve seen a drop in training enrollment. Leads will start to decrease training offerings per semester. DE will shift focus to Regular and Substantive Interaction (RSI), which is tied into	DE Leads will continue keeping the Online Faculty Training website updated with training dates. Will add equivalency process to future agendas for the committee.

	<p>accreditation standards. Leticia thanked the Leads for their facilitation work. We have 506 faculty who have received training or equivalency, and are interested in seeing percentages of full-time vs. Part-time (which hasn't been broken down yet). Training course completion rates aren't great, which coincidentally align with lower academic online course success rates.</p>	
<p>New DE Dashboard</p>	<p>DE Leads shared the new DE data dashboard. We as a committee will be observing trends and frameworks from this information. Rania recommended Christie Gabriel (Senior Research Analyst) come in to one of our committee meetings for some data coaching. Michael recommended an approach incorporating statistical effects (e.g. observe anomalous or something meaningful). A robust discussion was had about what to do with this data, how it can be interpreted, how it should be protected, and how it can be thoughtfully shared. Davena is looking forward to pulling out the good stuff – what is working?</p>	<p>The committee will continue the discussion around the dashboard and data, with a goal of a contextual framework to share with the campus.</p>
<p>Strategic Plan items:</p> <ul style="list-style-type: none"> • Equivalency of L1 from other campuses: do we need a formal process • RSI Campaign: discipline-specific input • POCR • Level 1 Training Renewals 	<p>At present the DE Leads have an investigative process to assess equivalency from local institutions (equivalent trainings are listed on the Online Faculty Training website under “Equivalency”). There may be a need to formalize this equivalency process. Presently the Leads look to see if other institutions’ training is facilitated, the required length of time (a 3-hour boot camp would <i>not</i> be equivalent!), objectives (rigor of engagement, RSI, accessibility, etc.). If we cannot find this information Leads reach out to the campus directly, and make a decision from there.</p> <p>RSI Campaign! We will be trying to encourage and facilitate specific campus conversations around RSI. The approach is not to dictate what must be done, but to provide examples that align with regulatory expectations. Providing resources and ideas, letting the faculty drive where they want to go with that information.</p>	<p>DE Leads will continue adding these items to future committee agendas as the semester carries on.</p>

	<p>POCR – the DE Leads continue to prepare for our local POCR process. We do know the CVC is working hard to stabilize what POCR looks like with local campus certification (they have been bottlenecked for over a year). A local POCR process would involve quality badges across the state system. The CVC would validate a “quality course,” with all that entails for students (easy navigation, accessibility, etc.). We are very close to becoming a “Teaching College,” and when SBVC is, it will be tied to registration. Davena brought up that it would be nice to show quality badges on our <u>local</u> schedule; students should know who is teaching high-quality courses.</p> <p>Level 1 renewals. The plan is to fold renewals into the In-Service Day(s) commitment, to protect faculty load.</p>	
<p>Other items</p> <ul style="list-style-type: none"> • Questions about Hyflex communication in the schedule 	<p>Jennifer had questions about how Hyflex is communicated in the schedule and to both students and faculty; also communication with students when classes are canceled, and giving options. Leticia talked about the process from the Dean’s perspective of supporting students when classes are canceled. Predicting student interest is tricky with Hyflex and Hybrid. We can look at fill rates as we see them for Fall 2022.</p> <p>Maria mentioned they are running out of Chromebooks and are out of hotspots.</p>	
<p>Adjourn Next meeting</p>	<p>11:32am Friday, September 2nd at 10am</p>	