

Online Program Committee Meeting
 1_20_2017
 1:00pm--2:30pm

Minutes

Present:

Joe Notarangelo, Co-chair

Kay Weiss, Co-chair

Michael Torrez, "J.D." Dulgeroff, Teri Strong, Rania Hamdy, Patty Jones

Topic	Discussion
Approval of Minutes	The minutes from the last meeting are posted on the SBVC website. If there are any corrections, please contact Kay Weiss or Joe Notarangelo.
Transition to Canvas	Notarangelo noted that early user-end reports indicate that students are finding their classes and instructors are getting comfortable with Canvas. District remains committed to a districtwide fall transition but are extremely busy with manual inputting and dropping of students in the pilot while simultaneously providing technical support to district students and instructors in both Blackboard and Canvas LMS.
Faculty Online Certification Document	<p>Document was discussed and a number of recommendations were made</p> <ul style="list-style-type: none"> • Link it to scheduling process to avoid evaluation issues • Remove department chair from process to avoid contractual issues • Chair initiates certification process by scheduling instructor—and thereby approves that instructor if instructor completes certification • Deploy it similar to Pro-Dev or SLO reports • Include sections on Section 508 compliance and ADA compliance • Make it a three-year cycle • Note importance of keeping records of substantive interaction if using LMS outside of campus approved LMS (see below)
Retention/Success Document Discussion	Document was not available; will be available for next meeting
Keeping records of "substantive interaction"	Discussion was held regarding this article in which SFCCD was required to return \$39 million because of its inability to prove "regular substantive" interaction. Recommendation was to bring this discussion to district DE discussion to ensure that interaction records of campus LMS were being saved, and to include a section within certification document that instructors know they must save interaction data from LMSs they use that are outside of the campus LMS (which is now Blackboard and will be Canvas).