

**MINUTES**  
**San Bernardino Valley College**  
**Online Program Committee Meeting**  
**April 3, 2020 1:00 pm—2:30 pm**  
**ConferZOOM**

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/464605884>  
 Or iPhone one-tap (US Toll): +16699006833,464605884# or +16468769923,464605884#  
 Or Telephone:

Dial: +1 669 900 6833 (US Toll) or +1 646 876 9923 (US Toll) Meeting ID: 464 605 884

**Members present:** Maha Al-Husseini, Davena Burns-Peters, Colleen Calderon, Janet Courts, Rania Hamdy, Lisa Henkle, Patty Jones, Roger Sadler, Soha Sobhanian, Teri Strong, Michael Torrez, and Margaret Worsley

**Call to Order:** 1:05pm

| <b>Agenda Item</b>              | <b>Discussion</b>   | <b>Action Items</b> |
|---------------------------------|---|---------------------|
| Approval of Minutes: 3/6/20     | Approved  |                     |
| Pathways Grant                  | Goals of grant have shifted slightly. COVID-19 has sparked inspiration in a few areas, including Faculty who are now inspired to get their classes online   |                     |
| Implementation of Tools         | Cranium Cafe—very close to getting this implemented. Should be up and running in the next week or so.<br>Pisces—supplemental tool to NetTutor, as part of the CVC-OEI consortium. No caps on NetTutor through December. Pisces uses our own tutors and SI's. Can work on whiteboard together.<br>Proctorio—had webinar this morning.<br>Labster—integration is there. For the sciences/science labs. Have through end of December. Soha asked: Is content the same across campuses?   |                     |
| Online Registration             | Online placement tool (self-assessment) will be up and running next week.<br>Orientation Video—we submitted our edits to Yancy. Colleen says the website still says Blackboard.   |                     |
| Resources                       | <a href="#">COVID-19 DE Response Landing Page</a><br>Trainings/webinars through District:<br>Students still can't log onto Zoom, instructors with design questions, breakout room questions, etc.<br>Co-Leads will be developing Quick Tips and infographics for the site.<br>Serious concerns about the Band-Aid approach through Summer. Deans have right of assignment, but there are faculty better-prepared than others. Colleen brought up the point about seniority vs. online teaching ability, and how we balance that with scheduling. Michael suggested specialized training per teaching style (i.e. using the whiteboard, mathlab, etc.). Also that you can use a cell phone if you don't have a webcam (Joycam?). |                     |
| Building our Local POCR process | A few things from last time:<br>Print Rubric, get familiar with it.<br>Colleen—harkens to Program Review. Part of this should be organic... how many people do we want in this room? Davena suggested let's look at caps of course training.  |                     |

|                   |   |  |
|-------------------|---|--|
|                   | <p>Lisa asked if we here at SBVC will receive more accessibility training.</p> <p>Colleen asked: with these upcoming "in-service" days, do we know if we can get time slots for this training (which could include accessibility, and for the sections (POCR) to review courses?</p> <p>Davena said it's easy to build with accessibility in mind. It's harder to go back and fix. So once anyone has been trained, they'll always have it in mind.</p> | <p>Co-Leads will look into accessibility training for POCR team.</p>                     |
| Present Situation | <p>Question was asked: Do we know if there are any faculty who haven't made their shells available?</p> <p>Is an intervention required? Should this be an admin point?</p> <p>Rhiannon has been asked to pull data of unpublished courses.</p> <p>We'll see what happens with that information.</p>   | <p>Rhiannon has already been approached to pull specs of unpublished Canvas courses.</p> |

Next meeting is scheduled for 4/17/2020