

## CSM Distance Education Advisory Committee (DEAC)

### Meeting Notes/Summary

Wednesday, December 2, 2020, 12:00 p.m. to 1:00 p.m., [Zoom Meeting](#) Usual Location: Center for Academic Excellence (18-206) [Meeting Slides](#)

#### Members Present:

Ron Andrade, Elizabeth Schuler, Diana Bennett, Lilya Vorobey, Teresa Morris, Carol Newkirk-Sakaguchi, Tarana Chapple, Lena Feinman, Lia Thomas, Judy Lariviere, Michelle Mullane, Lale Yurtseven, Andrianna Pellini (student rep)

#### Members Absent:

Robbie Badden; Paul Hankamp, Elnora Tayag, Chris Smith, Annie Theodos, Arielle Smith, Fauzi, Hamadeh, Bryan Besnyi, Jing Wu

#### Action on Minutes and Agenda:

- Approved November minutes with edit to Next Meeting date. Meeting agenda approved.

#### Issues Discussed:

- Share-out from Committee Members
  - DEAC Updates
    - TLee Working on QOTL 2.0. Working on Faculty Observation form
    - CVC-OEI. What progress was on each campus. Skyline and Canada have resolution from AS and Self-Study Completed. CSM is getting started. Our culture is more collaborative and we want to have further discussions.
  - Math Science
    - No updates
  - ITS
    - No representatives present
  - DRC
    - No updates
  - Counseling
    - No updates
  - Language Arts/ESL
    - New development for GOAL program. May have impact on DE. International students who are abroad and now may cohorts of high school students
  - Business/Technology
    - Dean and New Dean and new hires coming
  - Creative Arts and Social Sciences
    - No updates
  - Library
    - Processing Spring electronic reserves; twice as many requests in Spring as opposed to Fall

- Kinesiology
  - No representatives present
- Report from Student Representative
  - No updates
- ASLT
  - No updates
- Report from Policy Working Group
  - Took draft out to divisions for feedback. Invitations to AS as well for feedback and invitation to collaborate on draft
  - December approval at DEAC, then approval to AS for final approval
  - Next step, update Faculty Handbook for Online and Hybrid Instruction
- DEAC Approval of CSM Policy on Regular and Substantive Interaction and CSM Policy on DE Training to forward on to Academic Senate for final approval
  - Vote by Consensus. There were no objections. Policy was approved.
- Report from DE Training Listening Group
  - Shared Google form with Academic Senate. Would like to include link on DEAC website.
- Report from Tech Tools for Spring Flex Days Working Group
  - EReynolds: Submitted three proposals for Spring Flex Day: Faculty Showcase of Online Courses, Canvas Drop-In Assistance, and Rich Content Editor (RCE) Walkthrough.
  - We swapped out the Quizzes.Next workshop for the RCE walkthrough since the deprecation of Class Quizzes is delayed for the time being. We spoke to our Customer Service Manager at Canvas and he recommended that using Classic Quizzes until a better migration tool was available for Quizzes.Next.
  - Quizzes.Next is available now in Canvas to use. It is a separate platform for Classic Quizzes. So, if you create a quiz in Quizzes.Next. The quiz, questions, question banks are all housed in the Quizzes.Next platform. They will not be mixed together with your previous quizzes or question banks created in Classic quizzes.
- Report from OER-ZTC Working Group
  - Chris Smith (Biology??) presented information from district about stats on how students who are offered oer resources has increased engagement and achievement (OER and Equity Webinar link)
  - Lena shared oer library page
  - Trying to identify what is path for group (collect resources, or offer workshops
  - Jlariviere: Also discussed about inviting Bookstore manager to discussion.
    - CSmith (Bio): Faculty is adopting publisher materials based on:
      - Integration with LMS (Inclusive Access)
      - learning supports (quizzes, homework, etc)
        - Jlariviere: How can we ensure that these learning supports are also accessible for all of our students
  - LFeinman: Also about letting faculty know what OER resources are available
  - CSmith (ITS): How can we meet with more publishers and start conversations about making tools (like built-in readers) more accessible
  - Libre Text is an option
- [ID Fall 2020 Needs Assessment Report](#)

- Needs Assessment conducted August-November 2020 (provided at Division presentations, Academic Senate, and posted as Canvas Announcement)
- Most respondents were Adjunct Faculty (50%) and from Business Technology Division (47%)
- The needs identified were varied and diverse:
  - Inclusive and Accessible Course Design
  - Student Engagement Strategies
  - Revising course design for course alignment with District commitment to social justice and equity
- There is ongoing need for faculty training and support with technology tools and pedagogy
- CVC-OEI Self-Study Launch ([First Meeting December 9 1-2 PM](#))
  - Nick DeMello spoke at AS to discuss OEI-CVC. Skyline and Canada have signed resolution in support of Consortium
  - Faculty asked for Self-Study to be completed. Kick-off meeting on December 9th.
  - Help us identify where we at and if CVC-OEI will be a good fit for our community and students.
  - Textbooks produce a financial burden for students
  - Students provided with open resources show increase in engagement and achievement
  - CSM [OER Library Page](#)
  - [OER and Equity Webinar](#)
  - [Slide Deck from First Working Group Meeting on 11/17/2020](#)

### **Agenda Items for Next Meeting**

- Updates from ACCJC based on new DE Federal Regulations
- CVC-OEI Self-Study Update
- Panopto Implementation Update
- Guidance from DAS Taskforce: Student Cameras
- Concerns about Proctored Exams and Student Privacy Discussion (requested by Robbie Baden)

### **Next Meeting:**

- Wednesday, February 3, 2021 12:00 – 1:00 PM

### **Summary Prepared by:**

Tabia Lee, Marisol Quevedo and Erica Reynolds **December 2, 2020**