

## CSM Distance Education Advisory Committee Meeting Summary

Wednesday, October 4, 2023, 12:00 p.m. to 1:00 p.m.,  
Zoom Meeting Link: <https://smccd.zoom.us/j/84235446283>  
[Meeting Slides for October 4, 2023](#)

### Members Present: 10 present

Donna Eystone (ASLT/DE Coordinator), Lena Feinman (Math & Science), Sebrienne Ferguson (ITS), Jennifer Howze-Owens (ASLT/ID), Susan Khan (ASLT/PD Coordinator), Michelle Mullane (Creative Arts & Social Science), Hellen Pacheco (Business/Technology), Erica Reynolds (Instructional Technologist), Lia Thomas (ASLT/Library), Todd Windisch (Academic Senate President)

Not Present: Diana Bennett (Creative Arts & Social Science), (Student Representative), Mike Schmidt (Kinesiology), Laura Woltag (Language Arts), Tarana Chapple (ASLT Dean), Paul Hankamp (Math & Science), Carol Newkirk-Sakaguchi (DSPS), Lilya Vorobey (Business/Technology), Jeramy Wallace (Curriculum Committee).

### Agenda Items Discussed:

1. Introductions
2. Review and Approve Agenda
  - Approved - moved by Donna and was seconded by Hellen
3. Review and Approve Meeting Summary from Sep 6, 2023
  - Approved meeting summary for Sep 6 moved by Hellen and seconded by Lia
4. @One/CVC Update
  - @One Grant Update
    - @One classes are running for Fall 2023
    - POCR certification continues moved under CVC
    - Movement from our colleges to continue to making our colleges a Home College
5. Program Review | DE Modalities Share Out
  - DE doesn't see a disaggregated list
  - Hellen - Online courses had higher success rates in their department. Thinks that online courses may be less rigorous/less integrity in testing than in-person.
  - Shelly - Psychology experiences higher success rates online as well. There are more sections online/hybrid now. Academic integrity is a dominant discussion in

fully online courses that may be skewing the success rate. Success rate not as good in Hybrid.

- Lena - Math/Science - Hard to type math symbols, so have to handwrite. Specific training on best practices.
    - Gradescope
    - Labster
    - Stats lab new technology classroom
    - Complaints about cheating. Proctorio is not working this semester. Taking a lot of time to make it work. New modality for proctored exams for asynchronous courses
    - STEM classes online are often not being accepted for transfer
    - Retention rate is higher for in-person
  - Susan - College 1 - same curriculum in different modalities. In person had higher success rates than fully online.
6. Faculty Handbook for Online Instruction
- Prefer links to external resources
  - Donna will update the document and we can vote to approve after it has been circulated before the next meeting.
  - We will vote about the frequency of updates of this document at that time.
7. Committee Updates
- OER
    - No Updates
  - Academic Senate
    - Compensation for adjunct faculty for service time for Academic Senate committees
    - Prioritizing goals using Poll Everywhere. Those priorities that relate to DEAC, Jennifer will bring those back to our November meeting
  - Division/
8. RSI Practices Sharing
- Helen Pacheco
    - shared about how she partner projects using a Canvas survey
    - Pair-programming has become popular in computer science and uses this to help students develop this skill.
    - Followed by peer evaluation of how the group/partnership worked using Canvas survey. Gives students the choice if they want to work together again.
    - Partner work requires a lot of oversight, but there are then half as many projects to grade.
  - November - Susan Khan

- December -
- February -
- March -
- April -
- May -

9. Agenda Items for Future Meetings

- Planning for 2023-2024
  - AS Bylaws Update
  - PD Brainstorm/ DE Training & Recency Policy
  - QOTL 1 Redesign
  - DE Plan 2024-2027
  - DE Faculty Handbook
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**Next Meeting:**

- Date of the Next Meeting: Wednesday, November 1, 2023

**Summary Prepared by**

- Donna Eyestone, Jennifer Howze-Owens and Erica Reynolds on October 4, 2023