CSM Distance Education Advisory Committee
Meeting Summary

Wednesday, February 7, 2024 12:00 p.m. to 1:00 p.m.,
Zoom Meeting Link: https://smccd.zoom.us/j/84235446283
Meeting Slides for February 7, 2024

Members Present: 14

Donna Eyestone (ASLT/DE Coordinator), Lena Feinman (Math & Science), Atheena Haniff-Martinez (Counseling), Paul Hankamp (Math & Science), 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), Jennifer Van Sijll (Language Arts), Lilya Vorobey (Business/Technology), Doug Williams (Kinesiology), Jeramy Wallace (Curriculum Committee)

Not Present: Diana Bennett (Creative Arts & Social Science), Sebrianne Ferguson (ITS), (Student Representative), Mike Schmidt (Kinesiology), Carol Newkirk-Sakaguchi (DSPS), Laura Woltag (Language Arts)

Guests Present: 3

David Lau (Language Arts, Dean), Ingrid Schulz (Language Arts), Todd Windisch (Academic Senate, President)

Agenda Items Discussed:
1. Review and Approve Agenda
    ○ Approved by Lia and was seconded by Hellen
2. Review and Approve Meeting Summary from Dec 6, 2023
    ○ Approved meeting summary for Dec 6, 2023 moved by Lia and seconded by Donna
3. Home College and POCR Updates
    ○ Upcoming meetings for becoming a Home College and working on BIOL100 POCR review and review process.
4. Academic Senate ByLaws Update
    ○ Approved
    ○ Integrated into Academic Senate ByLaws Site under Distance Education Advisory Committee
    ○ Linked onto the CSM: DEAC Site under Committee Plans and ResourcesCommittee Structure

5. Ed Tech Updates -
   - Turnitin AI Detection Tool
     - Integrated into the Originality Report
     - Enabled on January 19, 2024. We have this tool through June 2024
     - Set-Up is the same for Turnitin assignment
     - Only visible to Instructors
     - Erica showed a demo
     - Please share back data if you use this tool.
     - Susan asked about how the tool detects which content is AI.
     - Resources
       - Create a Turnitin Assignment
       - AI Writing Detection Guide
       - Turnitin AI Writing Detection Capabilities FAQs
       - Video: Turnitin's AI Writing Detection: An introduction for educators and administrators
       - Turnitin Professional Learning Resources| Academic Integrity in the Age of AI
6. Professional Development and Training Update
   - ZTC Summer Trainings
     - We do have funding for this training. Info is forthcoming (March). ESL really wants to explore ZTC as a group. Please share this with your divisions.
   - Copyright Microcourse
     - Being developed now between Library (Lia) and IDs (July). Pilot should be available by Flex Day. Self-paced 1.5-2 hour online training.
   - QOTL 1 and 2
     - Funding hasn't been obtained so we are not facilitating these courses and not having faculty enroll at this time. We hope to have something further to report by April
   - RSI training
     - Still being funded with a $300 stipend.
7. DE Modalities and Regular and Substantive Interaction
   - RSI in courses is our focus this year. As modalities change
     - How do you reconsider RSI in a new teaching modality?
     - For asynchronous online courses, where are specific strategies for faculty:student interactions
       - Office hours
       - Comment on assignments
       - Opportunities for engagement/conversation that are not "live"
       - Presenting yourself in different ways

- - - [Infographic what is Substantive Interaction](#) (this might be nice in the RSI course)
    - You can offer virtual office to hours for asynchronous courses that fit their schedules and it isn't a violation of
      - As long as it is not a mandatory set-time
  - What Canvas tools do you use for RSI
    - Pronto
      - Lena using Pronto. Asking student if they can't solve problem then ask question in Pronto and student can take picture and post solution.
      - Is there a way to write on a whiteboard in Pronto.
    - Discussions
    - Canvas messaging (Inbox)
    - Chat
    - Peer Reviews
    - Group work
    - Announcements
  - How did we change our interactions as we changed our modalities - changing the kind of contact with students
    - Synchronous Online Modality - Ask students to give 5 minute presentations

8. Feedback & Reflections on the AI conference
   - Susan Khan can get feedback to the right people
   - District may continue these focused Flex Day topics
   - Shelly found it interesting and engaging, geared more toward more of the creative uses. Craving more discussion on the concerns.
   - Here is an interesting presentation from Flex - https://docs.google.com/presentation/d/1wBjmb0rL7BnulkRDTQyujlxDIyX7IKKq/edit?pli=1#slide=id.g2ae14eedd01_2_0
   - [Teaching Critical AI Literacy and Using AI for Learning](#)

9. Committee Updates
   - OER/ZTC
     - March 4-8, 2024 is OER Week, OER and social justice. There will be a speaker coming. Info will be shared out in the weekly Academic Senate emails.
   - District DEAC
     - District DEAC as DAS Subcommittee
       - Questions around confirming membership and release time for faculty chair tabled until Fall 2024.
       - Creation of ByLaws or Handbook

- Develop/propose Communication Plan between District DEAC and local DEAC committees.
    - Updates to QOTL 1 and QOTL 2
        - Create a QOTL 0 that will be self-paced
        - QOTL 0 may impact QOTL 1
        - QOTL 2 modifications for Summer 2024 cohorts to use labor contract

10. RSI Practices Sharing
    - March - Jennifer Van Sijll (RSI in Canvas)
    - April -
    - May -
11. Agenda Items for Future Meetings
    - Planning for 2024
        - 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, March 6, 2024

Summary Prepared by

- Donna Eyestone, Jennifer Howze-Owens and Erica Reynolds on February 7, 2024.