



RCC DISTANCE EDUCATION COMMITTEE

Minutes

15 March 2024

10:00 – 11:00 am

BE 200

[Zoom Meeting](#)

Attended (in person): Heather Smith, John Adkins, DJ Hawkins, Elena Kobzeva-Herzog, Ajené Wilcoxson

Attended (via Zoom): Janet Lehr, Joanie Gibbons-Anderson, Jan Andres, Rakel Larson, Diana Myers Hyatt, Bobbie Grey, Claudia Castro, Alyssa Drake, Lupe Delgadillo, Tina Stavropoulos

Notetaker: Tina Stavropoulos

1. Call to Order: 10:01 a.m.
2. Approval of Agenda; M/S John/Elena; consensus
3. Approval of Minutes; M/S John/Elena; 1 abstention
4. Senate Leadership
 - Ajené was asked to be here because DE is at a crossroads. Before Covid, online offerings were between 5- 10% and now at 49% at RCC. (50-51% at our sister colleges), yet the budget is at pre-Covid levels. What are our goals? Where do we fit? Who do we/should we report to? Right now, we report to TLLC, but some things go to Senate directly.
 - Ajené will take it to Jo and Micherri and bring Heather in for the next step as we write the strategic plan for the next five years.
 - He will call within the next two weeks for an appointment.
 - Members can also come, so everyone who is interested will be able to and schedules will be coordinated.
 - Comments & thoughts from the committee to Ajené (and Senate):
 - If the state increases the amount of OL teaching that is allowed, that 49% will increase.
 - We are a subcommittee in the bylaws, but there is a disconnect because we went from a district committee to separate ones at each college. Asked to be a recommending body, yet that does not always fit. Need clearly delineated roles. For example, software renewal. The district reviews and each college takes that to their committee and there is a back and forth, so it feels like top-down decision making.
 - Heather will send the DE bylaws to Ajené.

- Often, TL does not have time to get to DE.
- The charge of the committee needs to be defined and narrowed down to what we can impact. District controls technology and LMS changes. Where do we end and where does District pick up? So many other things are being thrown into DE. For example, ZTC/LTC is now in DE. While there are synergies there, this all leads to more and more being put on us.
- The district function map touches on an accreditation issue. Strong shared component is noted, but more clarity is needed. This is a District and college function map accreditation issue—not just Senate.
 - Riverside function map link does not work, so we do not have our copy.
 - Moreno Valley and Norco links are working.
- Another missing element: Senate & District & College & Strategic Planning
 - Faculty do not know that assistance is paid hourly.
 - Put Program Review for DE needs—departments, VPs, Deans, too.
 - Need consistent information to faculty.

5. DE Certification Information

- Information needs to go out to divisions.
- Time clock has NOT started, but everyone is encouraged to do it.
- Start July 1 if you already met your 16 hours for FLEX this academic year. (You can start the work before and file it after July 1.)
- FT faculty will receive an email from VPAA before the end of June if they are coming to the end of their three years.
 - Start July 1- June 2025. Work on certification if you will teach OL or HYB.
- PT faculty is on standby until there is a funding model for compensation.
- PO CR course:
 - Training to be a certifier does not count.
 - PO CR training course is for people to be reviewers and the pedagogy piece is missing from the training so that is not considered equivalent.
 - Heather will take this to district. Those of us who completed PO CR training think it should count as an equivalent to CAMP given the amount of work required.
 - There will have to be some clarity about certification and not double-dipping for compensation etc. Also, being trained for PO CR team is not the same as being part of the PO CR team.
 - Completing the class for local certification counts since that course will be aligned.
 - For now, three things count: in district training (CAMP), external training, local PO CR
 - Heather will send an email with official dates and clear communication. (Sent 3/18/24)
 - VPAA needs to send the email, but Heather will send it for now.

- Some received a note about December 2024, but this is pushed to June 2025.
 - According to some, the original email was from the dean of the district.

6. Merged Courses – Legal Issues

- Discussion with general counsel about merged courses
- FERPA- How to change Canvas settings.
- You can't mix students from sections.
- Some districts are being sued over this. Must go to division and department chairs and share slides with them

7. POCR Update

- Have reviewed 2 of 3 courses. All work stopped in February (for now).
- Proposal put together based on what the team had been doing reviewing each other's courses, so it will take more time for outside courses whose instructors have not completed the POCR training and might be missing some of the foundational requirements that everyone in the local POCR team was well aware of. The proposal includes release time and possible stipends to complete review for now.
- Dr. Bushell has been a great partner and is looking to compensate us from the DE budget, but this is a short-term solution. Nothing official yet.
- Goal: last course should be reviewed by June, but it will not happen until compensation is clear.
- We need the courses to be reviewed so that our courses move up in the Exchange.
 - Saddleback college example—they have 1000 students outside of their district taking their courses, so we are competing with other districts for students.
 - VPAA Wright meeting with Mills on Monday.

8. Goals for the Semester

9. Adjourn: 11:00 p.m.

RCC DEC GOALS:

- I. Review District and College DE initiatives, provide feedback, and approve.
- II. Bring forward CVC-OEI approval request to Faculty Senate. - Accomplished
- III. Update DE webpage as needed