

RCC DISTANCE EDUCATION COMMITTEE

MINUTES

20 SEPT 2024

10:00 – 11:00 am

CIS-A-117

Zoom Meeting

<https://rccd-edu.zoom.us/j/83624023135?pwd=zBIQTo5yjdHDnCPqa91SgNAEtWmbtr.1>

Attended (in person): Heather Smith, Janet Lehr, John Adkins, Tina Stavropoulos, Mary Fehn, James Rocillo, Elena Kobzeva-Herzog

Attended (via Zoom): Joanie Gibbons-Anderson, Rakel Larson, Sally Ellis

10:00 AM 1. Call to Order at 10:02 AM

10:01 AM 2. Approval of Agenda – Elena with Mary second

10:03 AM 3. Approval of Minutes (May) John and Janet second, all approved with Lupe abstention

10:05 AM 4. DE Camp Update

Heather summarized the issues related to the DE camp, which included 10+1 concerns.

Discussion – many faculty have issues with classified individuals evaluating faculty. Cease and desist order from the union is a legal process. The district cannot communicate with faculty about the issue until the bargaining is complete.

District DE camp evaluators found that some faculty teaching online are lacking the skill set and level of competence. Janet suggested implementing a better messaging system about the camp and how to utilize the camp to improve the skill set and competency to create a high-quality online or hybrid course. RCC needs a better plan for implementation at scale. Our college is much larger than MVC or NOR.

Improve messaging on the following topics:

- We need to make sure all faculty understand that camp can take over 16 hours to complete.

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

- Explain that DE staff are available, individuals need to reach out to request help.
- Some faculty enrolled in the camp are confused about the camp and the ability to work on their own class during camp. Many incorrect, misunderstandings regarding
- Improve the email that is sent to faculty to notify of the need to complete the online DE training and provide more details about the process.

Message to the faculty union: The IOI process does not include evaluation of course design. Several noted that through the process of IOI evaluations, they found many faculty teaching poorly designed classes (or not at all), yet were unable to do anything about it.

Faculty must be aware of changing a course design when changing from face-to-face to online. It's a philosophical shift. Faculty need to think differently about how they address online teaching.

Message to the Senate – indirect positive way to request support to do more to help increase quality of instruction.

Full-time faculty receive flex credit
Part-time faculty will be paid.

10:10 AM 5. District Update-NA

10:15 AM 6. Senate Role we still have questions about purpose of the DE committee advisory role? Who do we report to?

10:25 AM 7. POCR Update – Janet report – discussion over the course design to meet the requirements for POCR. Work group goals – will have a meeting today after DE meeting to discuss the proposal for compensation.

Working with DE to refine the process of POCR review to meet course design requirements.

Advisory role of this committee – can we share best practices, improve communication to help faculty “see” what a high standard of online instruction looks like. Suggestion to ask District if CVC OEI has a free open-source Canvas shell that can show what an ideal online course would look like and share with faculty. Janet

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mentioned the [Course Design Resource course](https://ccconlineed.instructure.com/courses/837)

[<https://ccconlineed.instructure.com/courses/837>] may be a good resource as well.

10:35 AM 8. Goals – we are going to pick two or three to work on?

1. Senate – What is the role of DE Committee? (Who does DE report to?).

2. Facilitate Communication and Implementation

a. Implementation of DE policies, procedures, etc. from District DE

b. promote “Best Practices for online instruction”

There is a big disconnect between RIV DE and District DE, need an agreement/decision to clarify.

11:00 AM 9. Adjourn 11:04

Notes shared from others:

Senate Recommendations/Fact Sheet Idea:

- Include DE Camp completion timeline
- Clarify the DE Camp aims to improve instructional design to increase student success and participation rather than focus on pedagogy.

Communication/PR:

When sending out the "recertification email" to faculty include:

- how to get started/training overview videos
- Explain the connection between DE Camp and the CVC-OEI Online Course Design Rubric
- Include Resource links (CVC-OEI rubric, POOR, etc.)
- Clarify, the camp helps improve course design and does not focus on pedagogy.

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