1) Call to Order 1:00pm

2) Motion to approve minutes (Biancardi/Truttmann): Approved unanimously.

3) Dariush invited the Director of Distance Education, Rolando Regino, and interim Vice Chancellor of Educational Services, Dennis Anderson, to visit the Faculty Association to clarify concerns regarding the transition of the district online courses moving from Blackboard to Canvas learning module system (LMS).

4) It was explained that the hope is faculty will transition their courses to Canvas by June 2018. If that goal is not obtainable, the district will extend another term through Fall semester 2018.

5) Rolando Regino has a full PowerPoint that he has been presenting to faculty at college FLEX day workshops.

6) In response to the faculty asking for more technical help, the district Distant Education office “gifted” to the colleges the district support specialists of Vincent Alonzo to MVC, Derek Moore to RCC, and interim Shawn Ulbert to NC. Their salaries will continue to be paid by the district. Each college will have a DE support specialist on site to help faculty.

7) Rolando explained that the ongoing pilot program of Canvas seemed positive. College Academic Senates at MVC and RCC voted to approve the move from Blackboard to Canvas.

8) The district has signed the Canvas contract. 108 community colleges have chosen to use Canvas as their online learning management system.

9) Rolando stated that each college would develop and plan professional development for training and supporting faculty transitioning courses to Canvas.
10) Training and transitioning the courses for Canvas is up to the colleges. The Distant Education chairs at each college have some options including group trainings and one-on-one consultations. The faculty that are currently piloting Canvas would make excellent mentors but that is up to the colleges to determine stipends or release time.

11) Shari strongly recommended the Lynda.com Canvas 2017 tutorials for faculty transitioning their courses. She built one online course over the Labor Day weekend (12 hours) after attending the RCC Canvas FLEX workshops (10 hours).

12) The district is deferring to the colleges regarding the schedule of the faculty trainings. The transition plan is up to the colleges. It is apparent that colleges will have a wide variety of faculty with different levels of expertise. Some online courses have lengthy content that will be more time consuming to move to Canvas than courses with less content.

13) It is advised for faculty to get transitioned to Canvas in fall 17 and spring 18.

14) It appears that exams/quizzes transition smoothly to Canvas from Blackboard whereas “learning modules,” lessons, videos, images, and links will all need to be manually moved to Canvas by the faculty member building the Canvas course shell.

15) Rolando strongly encourages the college administration to start faculty trainings for Canvas conversions.

16) Faculty at the meeting asked the following questions:

a) What will the support be for faculty training? District’s response: It is up to the colleges. The colleges are outlining their training schedules in September and will give the district their schedule at the end of September.

b) Will stipends or release time be available for the faculty? District’s response: That is up to the colleges. [It was cautioned that any release time or stipends that is discussed with faculty or Academic Senates needs to be negotiated with the Faculty Association.]

c) How does faculty get a Canvas shell? District’s response: Contact the college support specialist, Vincent Alonzo at MVC, Derek Moore at RCC, and interim Shawn Ulbert at NC for a Canvas shell.

d) Does Canvas interface with publishers’ content? District’s response: Yes. The support specialists can help link publisher content to the Canvas as was done with Blackboard.

e) Will Turnitin be available? District’s response: Turnitin is a third-party software app that will be available from the district but it will be “outside” Canvas—it’s not
an option inside Canvas. Canvas has another software tool, LTI, that is similar to Turnitin. The district will maintain its contract with Turnitin if faculty want to continue with that software.

f) What is the Canvas Rubric? District’s response: It is a rubric describing best practices and successful elements that faculty should be adhering to according to law. It will be distributed when faculty get a Canvas account. The rubric is not a mandate but highly recommended to follow best practices.

g) Will faculty have access to previous Blackboard classes? District’s response: The district is prepared to sign an archival contract for faculty access to the Blackboard files for 2-3 years.

h) Will FLEX credit be given to faculty to transition courses from Blackboard to Canvas? District’s response: That is up to each college.

i) How long will it take to transition a course from Blackboard to Canvas? Rolando’s research indicates that on the average it takes 30-40 hours for a complete conversion to Canvas that includes training, transitioning, and building the course shell. Of course, it depends on content, links, and how many videos a faculty embeds into his/her course.

j) Will faculty be able to set-up a web-enhanced Canvas course? District’s response: Yes, Canvas offers different scenarios for course shells depending on the need of the faculty.

k) Will Canvas help with college accreditation? District’s response: Yes, the goal is to offer formal training and “certify” faculty with a Canvas-trained certificate. The formal training and certificate will allow the colleges to show the accrediting team the trainings on developing and implementing a Canvas course including best practices. The colleges have been asked to develop training plans and communicate those plans with the district Distant Education office. Hoping that formal training starts in October.

l) Will there be a Canvas Academy like the “Blackboard Academy?” District’s response: Yes, the district/colleges need proof that faculty are “Canvas-ready.” There is also regional certification program being developed for faculty who teach with multiple districts.

m) Can Canvas courses be imported from another college for those faculty that are already teaching in Canvas? District’s response: Yes.

n) Is there a job description for the District DE chair? District’s response: Not sure but Rolando recommends a .5 at the minimum for release time.

17) Riverside City College:
18) Leo Truttmann. Leo reported that there was trouble with air conditioning in the Math and Science building. The HVAC units could not keep up with the intense heat the first week of school.

19) **Moreno Valley College**

20) **Jeff Rhyne.** The first Saturday courses of the semester did not go well at MVC. There were parking lot barriers that closed parking to faculty and students. There were buildings that were locked and couldn’t be opened. Classrooms that could be entered had no air conditioning. Faculty let out the classes early due to the issues. There was lots of frustration and little to no support.

21) **Ervin Slavick.** Ervin had a question about a student grade complaint. He was answered that student complaints go to the Chair and then the dean if not resolved at the chair level. There is a process in place and it is not union issue unless a faculty member has asked for representation.

22) **Fabian Biancardi.** Fabian reported that many DACA students have enormous anxiety. They are wondering if they can be enrolled next term. Will they be fired from their jobs? Their future is quite uncertain and unsettling.

23) It was suggested to hold DACA workshops. At RCC deportation kits were prepared at a DACA workshop.

24) **Norco College**

25) **Monica Gutierrez.** Monica asked if there is a job description for district distant education chair. She wondered where to find that information? The position is in the contract but the details of the job description are not there.

26) **Cameron Young.** Cameron received a concern about a drainage area on steps in front of a building on the Norco campus. The steps are soaked from watering and an algae film being built up. Is Norco College Facilities aware of it? Can the issue be addressed? It would be a nasty fall for faculty, staff, or students. Cameron is on it and will be discussing with facilities and the college administration.

27) **Secretary: Shari Yates.** Shari processed 98 membership forms. She’s hoping to schedule MVC and NC Faculty Association meetings soon.

28) **Treasurer:** Leo distributed income/expense statement for 2016-17 (see [http://www.rcc.edu/cta/Pages/Budget.aspx](http://www.rcc.edu/cta/Pages/Budget.aspx)).

29) Leo brought checks for the stipends of Faculty Association part time representatives.
30) **Motion (Biancardi/Schultz):** To approve distribution the stipend of $3000 to each part time faculty representative. Approved unanimously.

31) **PAC Report:** Discussion ensued regarding PAC.

32) PAC is interested in hosting a kick-off event for an endorsed candidate. The date will be determined.

33) **District Academic Senate:** No report.

34) **Open Hearing.** A faculty member asked about the distance ed transition to canvas. There seems to be some confusion regarding the rubric.

35) A faculty member asked if there were updates on district wide safety committee? No one on the executive board has heard anything about a future meeting being held.

36) **California Community College Association (CCA).** No report

37) **Closed Session:** Five items discussed.

38) **Adjourned 3:15pm.**