

Minutes

20 October 2023

10:00 – 11:00 a.m.

BE 200

[Zoom Meeting](#)

Attended (in person): Heather Smith, Janet Lehr, John Adkins, Tina Stavropoulos, Sally Ellis, Joanie Gibbons-Anderson, Elena Kobzeva-Herzog, Lupe Delgadillo, Isabel Alanis

Attended (via Zoom): DJ Hawkins, Rakel Larson, K. Sunny Siu, Diana Myers Hyatt, Bobbie Grey, Shawna BuShell

Notetaker: Tina Stavropoulos

- I. Call to Order: 10:04 a.m.
 - a. Tour of hyflex room
- II. Approval of Agenda
 - a. M/S: Janet/John; approved by consensus
- III. Approval of Minutes
 - a. M/S: Elena/John; approved by consensus
 - b. Correction via email on 10/20:
 - i. The library *does not* have hotspots anymore to check out. That program was funded by TSS (I believe) and they stopped funding it.
 - ii. The library DOES check-out laptops. We do not have as many as demand calls for, but we DO check them out. Right now, there are 539 that were checked out for fall '23 semester. There are another 319 that were checked out in previous semesters that are considered "overdue." We have tried 6 ways to Sunday to get them back to meet demand. We continue to try different tactics and discuss possible consequences so current and future students may enjoy the same benefit. The waitlist is currently closed but will open up at the end of fall so that students can try for one for winter session.
- IV. Goals
 - a. The goals listed on the bottom of the page are our current goals.
 - i. They are a legacy from previous iterations of the group. There are a lot of things we do not have control of, so the idea was to list things that could actually be accomplished.
 - b. Discussion (comments, ideas, and questions for follow up):
 - i. Please note that the Faculty Senate DE website sometimes brings up an archived page that is not current.
 - ii. Some thoughts: work with Senate about artificial intelligence (AI)? Thoughts about hyflex? Goals around POCR?
 - iii. What are the current DE initiatives referenced in the footnote? Do they come from curriculum or Senate? Where do the goals originate from? Why is it "review" and not "create" initiatives?
 - iv. We are a college committee but we used to be district. What really **is** our function?
 1. We are a recommending body to Senate. We currently report to TLLC directly and they then report to Senate.
 - a. Do we want to report to Senate directly like other colleges are discussing?
 - b. The bylaws are being voted on, but there was a first and second read without it going to the departments. We need to hold the vote. AB 1725.
 2. Context: before Covid, less than 10% of classes were online, but now over 40% are online. We need to engage with this fact and rethink our role and engage in the power that this committee could have based on this shift.

3. We have often been reactionary instead of leading the way. The switch to Canvas and the engagement with CVC-OEI was a top-down move.
4. How much of what we do is operational and how much is strategic planning?
 - a. Heather will invite Jo Scott-Coe and other representatives to our next meeting.
5. What if we add *a goal to develop a goal* to leave the door open at Senate about how we want the committee to work based on the high volume of online classes.
 - a. We have a foundational document (that John sent).
 - b. Janet will review the function maps for accreditation.
 - c. Suggestion: review job description for DE Dean.
 - d. Senate is currently reviewing strategic planning processes.
6. DJ (as a district rep): each of the colleges in the district handle DE differently.
 - a. Moreno Valley has written bylaws.
 - b. Norco is talking about writing bylaws.
 - c. RCC do operational things right now.
 - d. District does not have a stance. Each college decides and District meets them where they are.
 - i. Heather will get the bylaws from MoVal.
 - ii. We all should go to our departments and divisions and return with specific ideas about where to go.

V. POCR Update

- a. Identified faculty and courses for review.
- b. Meeting today to discuss which class will be reviewed first.
- c. Classes will be put into development shells and each person will complete self-review.
- d. Told Xochitl from OEI about plan; meeting November 3 to norm and use rubric.
- e. No news on stipends and release time.
- f. Accessibility specialist needed.
- g. Shared resources between three colleges. Reviewing which items will be funded by the district instead of each college.
- h. Want to bring in PT faculty, but professional development hours are not enough.
- i. Janet spoke to other colleges and it is often seen as offering respect to pay for the alignment because of the amount of time required.
- j. Possible release time and stipends for POCR Review Committee, who will need to document their time.
- k. Potential incentivization comes for actually earning a badge.

VI. CVC OEI Updates

- a. Question: Do all courses get added to CVC-OEI? Yes, all courses except those that have restricted enrollment.
- b. We can still have online courses that will not be part of the exchange. For example, courses with two shells (like English) can still be taught online, but they will not be in the Exchange.
- c. Riverside gets the FTS for our courses.

VII. District Updates

- a. Heather reiterated that we need release time for POCR Reviewers since this is beyond service to the college. At least 0.1 for members and 0.2 for the coordinator.
- b. Moreno Valley completed a proposal. It will be brought to VPAA and then District will supplement the rest.
- c. Certification
 - i. Over 1200 parttime faculty; we would need \$1.5 billion, which we do not have.
 - ii. It is voluntary/not mandated yet.
 - iii. Question: who is teaching online right now? Who wants to be teaching online?
 - iv. We need a common certification so the cost is spread across the district.

- v. New Canvas training is more involved. Certification is more rigorous.
 - vi. 296 faculty members are due by June 2024 for certification; 1702 due in December 2024.
 - 1. Most will go through [RCCD Course Design Camp](#).
 - 2. Information about who is not certified will be sent to Deans and Chairs.
 - 3. The clock has not started yet.
 - d. Next meeting: software pilots for Winter 24 use
- VIII. Adjourn: 11:02 a.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