

RCC DISTANCE EDUCATION COMMITTEE

Minutes

19 May 2023

10:00 – 11:00 am

CAK 202 Q

Zoom Meeting

<https://rccd-edu.zoom.us/j/82746780495>

1. Call to Order: 10:01 a.m.
 - i. Attended (in person): Heather Smith, Elena Kobzeva-Herzog, Steven Mahpar, Sharon Walker, John Adkins, Janet Lehr, Mary Fehn, Tina Stavropoulos
 - ii. Attended (via Zoom): Dean Shawna Bushell, DJ Hawkins, Diana Myers Hyatt, Jan Andres, Lupe Delgadillo, Sally Ellis, Joanie Gibbons-Anderson, Rakel Larson
2. Approval of Agenda
 - i. Motion: Elena
 - ii. Second: Steven
 1. Approved by consensus
3. Approval of Minutes
 - i. Motion: John
 - ii. Second: Janet
 1. Approved by consensus
4. Net Tutor Information – Sharon Walker
 - i. The goal is to bring students to campus resources. Many are unaware or not utilizing the resources even when they are struggling. The goal is to expand resources “after hours” since most of our services are 9- 4 or 5 p.m. during the work week.
 - ii. In the past, we used Smart Thinking. Net Tutor is similar and will provide after-hours support. The idea is to have them available for more courses from 5 p.m.- 8 a.m. so that they can use our on-campus and online resources during our regular hours but have this available after hours.
 - iii. An integrated link should be available to every Canvas shell, so it is available only for registered students. The service costs a little over \$20/hour. The idea was also shared that we can include the integrated link in the Engagement Centers.
 - iv. We want to pilot it during the summer to see how active it is.
 - v. Dean Bushell discussed the idea of having it be district-wide so that the cost will not be on each college. She also mentioned the importance of considering the diversity of the tutors.
 - vi. We will meet in the Fall and share it with our departments before/by then.
 - vii. Another suggestion to make this more strategic and targeted: link this to Webadvisor and Early Alert.
 - viii. The integrated button will become visible at 5 p.m. to ensure that students are using WC Online, what we currently use, during our regular hours, etc.
 1. *(Aside: the Writing Center uses Cranium Café for online hours during the “regular” work hours and evening writing center hours, so we will have to discuss how the tool is rolled out*

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

to our department. I will update with more questions and concerns after my English department meeting on Tuesday, 5/23-- Tina)

- ix. Sharon shared that we were offered 250 free hours.
 - x. John: motion to approve use of Net Tutor for summer and go forward dependent on department use. Second: Elena.
 - 1. Elena volunteered to be part of the pilot this summer for her language students.
5. District Updates
- i. Faculty not using the shell and resources.
 - ii. During Fall Flex, there will be a DR backpack.
 - iii. Accessibility issues are front of mind. There are about 60 faculty with very low scores, so after communicating with VPAA, like John suggests, someone from DE can target these people instead of sending a general announcement. By partnering them with our specialists, the issues can be addressed with support. As always, we will reaffirm that this is not punitive, we just want to make sure students have full access to the materials and course as required. And, that we do not want to risk potential lawsuits because of inaccessible content.
 - iv. Software has been ordered—Turnitin, Pronto, etc. We will be looking at the usage in the Fall to see if there is low usage and something might be cut.
6. Action Item: ODTTC Training approval (Slide 100) – need to approve structural changes.
- i. Online Teaching & Course Design
 - 1. Move: Janet
 - 2. Second: John
 - a. Passed by consensus
 - ii. 1900 faculty need to be recertified.
7. Election Information (see attachment)
- i. STEM had election, Janet re-elected, and other dates listed on document
8. POCR Team – Janet
- i. Spoke to our guide, Sean, and met with Norco’s DEC committee.
 - ii. We will run a POCR pilot and complete the capstone process.
 - iii. Right now, we should all broadly communicate with all stakeholders—Councils, Chairs, Faculty Association, Academic Senate.
 - iv. Fall Flex—share Cheat Sheet with its focus on equity numbers as primary focus; badging is important but our secondary selling point.
 - v. Motion to present in draft form to respective committees: Elena; second: Mary
9. Goals
- i. Add POCR process to the list
 - ii. Clarify our presence on the web

Adjourn: 11:03 a.m.-- Elena; second: John

Did not get to the following items from our agenda:

- 10. Quest for Success – Discussion
- 11. ChatGPT – Discussion

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