

DEC Minutes

Date– 10/20/21 held via ConferZoom

Time 4:07-5:35PM

Who: Sarah Burnett (SBS) chaired the meeting.

Present: Lisa Hernandez (COMM); Mitzi Sloniger (COMM), Sandra Popiden (POLS/SBS), Araceli Covarrubias, Vivian Harris (COMM/LIB), Bibiana Lopez, DJ Hawkins, Torria Davis (Dean of DE), Marissa Iliscupidez (SBS), Steven Camacho (ENG), Paul Van Hulle, Roman Zuniga, Jesus Reyes, Elisa Chung, Damon Nance, Susan Finley.

Visitor:

Absent: Maybe you could provide me a list of who is on the committee, so I can fill this in next time?

Meeting called to order at time 4:06PM

- I. Agenda: Motion – Who Steven Camacho/Second – who Walter Stevens
 - a. Approved without objection.
- II. Minutes: Motion – who Walter Stevens/Second – who Vivian Harris
 - a. Approved unanimously.
- III. What happened
 - a. Discussed last meeting's minutes
 - b. Re-certification process for on-line teaching, so Sarah can take it to the district
 - i. Who will look at what has been created to approve it for use? Look at is it a reasonable course to ask someone to take? Qualifications?
 1. @ONE course
 - a. 3 years qualification of teaching to serve on this committee
 - b. DEC member
 - c. CTE and GE experience (2-person group was decided)
 - d. Canvas training
 - e. Side note: Want FLEX or some accommodation for this work
 - i. Walter Stevens and Paul Van Hulle volunteer
 - ii. Canvas Course Design Camp
 1. Same people or separate groups (undecided)

** Senate needs to allow multiple avenues to become certified or at least prepared to teach online. Ask senate to temporarily approve the Canvas Academy.

**“DJ is the best,” says Steven

- c. TechSmith Rely/Knowmia to Mediasite. How will faculty cope in the dead zone between the switch? Full switch done by Dec. Faculty will have to transfer the links one-by-one, manually. Do we move the timeline to happen over winter?
 - i. 10 weeks needed for the transfer (at the best). Sampling can only happen during the transfer
 - 1. FAQ document ready to go pre-transfer date was desired by the DEC
 - 2. Torria will ask if a pilot run can happen. However, June 30th is a FIRM date! Can't start prepping for teaching faculty if have not started the migration
 - 3. Mid-November? November 15th, 2021 start?
- d. MOV is working on a document to request more permissions, access during the IOI process
- e. Next meeting, we will discuss IOI workgroup work
- f. Next meeting for deciding if adopting Peralta
 - i. Peralta On-line Equity Rubric - [C:\Users\sburnett\Desktop\Distance Education Committee\Peralta-Online-Equity-Rubric-3.0-Oct-2020\[1\].pdf](C:\Users\sburnett\Desktop\Distance Education Committee\Peralta-Online-Equity-Rubric-3.0-Oct-2020[1].pdf)
- g. Next meeting DE DEN review and discussion on what to adopt at NC
- h. OEI Rubric (outside DEC meeting)
- i. It was suggested that a representative for the Part-Time should be a part of the DEC

Meeting concluded at time 5:34PM

Next Business Meeting: Wednesday, November 17th, 2021 from 4-5:30PM in ConferZoom