

## District Education Chair Committee DRAFT Meeting Agenda

<b>Thursday, September 23, 2021</b>	<b>2:00-3:30pm</b>	<b>Hosted Via Zoom</b>
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### **Committee Members**

<input type="checkbox"/> Sarah Burnett, DEC Chair Norco
<input type="checkbox"/> Carrie Patterson, DEC Chair MVC
<input type="checkbox"/> TBD, DEC Chair, RCC
<input type="checkbox"/> John Adkins, DEC Co-Chair, RCC
<input type="checkbox"/> Melody Graveen, DEC Co-Chair, MVC
<input type="checkbox"/> Torria Davis, Dean of Distance Education, Interim
Additional Guests: Gabriela Estrada Toro (taking minutes)

### **Zoom Information**

<https://cccconfer.zoom.us/j/8574505461>

+1 669 900 6833 (US Toll)

Meeting ID: 857 450 5461

### **Agenda**

1. Approval of Agenda (2:00-2:05)

### **Action Items**

1. Self-Paced Versions of Senate Approved Online Teaching Certification Courses – Motion to establish qualifications for a faculty review team, and identify faculty to review edits made to the self-paced draft of the Online Teaching & Design and Equity Courses and modify if necessary. (2:05 – 2:14)  
Approve if # of faculty to be included is clearly identified and equal numbers across the district
2. Course Design Camp - Motion to establish qualifications for a faculty review team, and identify faculty to review edits made to the Course Design Camp as an option for RCCD's in-house certification. (2:14 – 2:23)  
Approve if # of faculty to be included is clearly identified, and if equal representation across the district – I would suggest it be the same faculty as identified for #1 to maintain continuity in the courses
3. Consortium Membership – Motion to set a date for membership presentations to DEC and Senate, Initial read of membership documents to sign by senate 11/1/21, Approval by senate to pursue consortium membership 11/15/21. (2:23 – 2:32)  
Approve
4. Adopt a Course Design Rubric – Motion to recommend to senate the adoption of a course

design rubric by 11/15/21 such as the CVC-OEI (with or without modifications), Quality Matters, OLC Course Design Rubric, etc. (2:32 – 2:41)

If we are going to Consortium membership, why would we consider design rubrics other than the CVC OEI? I think our messaging needs to be really clear to the Senate that this is the path we want to take, versus creating confusion with alternative approaches. Unless qualified I would vote no here

5. Adopt the Peralta Online Equity Rubric – Motion to recommend to senate the adoption of the equity rubric (with or without modifications) by 11/15/21 (2:41-2:50)

I haven't had a chance to review the Peralta rubric so don't feel confident voting on it – I would also want input from NC DEC prior to voting on this – also does the CVC OEI rubric not cover enough content to be used for this? I'm wary of identifying too many elements for compliance in the OL environment that faculty aren't held to in the FTF classes, especially if we don't have a means by which to review Canvas courses when supporting a WE section only. I think this might need some input also from our Racial Justice taskforce and TLC committee, and the CTA – I would vote no here for now until I understand the rubric more

6. Local POCR Team – Motion to recommend to senate the development of local POCR teams by 11/15/21 (2:50 – 2:59)

Approve

### **Discussion Items**

1. Registration for @One facilitated equivalency of senate approved courses with opportunity to become an @One facilitator for the two courses. (2:59 – 3:07)
  - a. [Online Teaching and Design Registration Form](#)
  - b. [Equity and Culturally Responsive Online Teaching Registration Form](#)
2. Course developers on campus – What is the best way to solicit information from the instructor so that course developers can build the course for them? How to prioritize course builds? (3:07 – 3:16)
3. Update on Migration Support for Knowmia (3:16 – 3:19)
4. Update on Zoom Migration Support (3:19 – 3:21)
5. Discussion of technology acquisition process implemented in Spring 2021 and criteria for discontinuing or not renewing a learning technology – Does this need to be formalized through Senate? (3:21 – 3:30)

The course developers should host open forums to find out the faculty needs, introduce themselves, share what they can help with. Then have drop in times identified for faculty to go to see them for help. They should also ask for time to attend each department meeting to connect and meet the faculty – also connect with the PT faculty CTA rep as a conduit to reaching out to the part time faculty.

I don't know if it needs to be formalized through senate, but we do need to have a clearly delineated process so faculty are aware as to why they are losing a “favorite” app etc. I think the process is probably more connected to the funding stream?