

DE Committee Minutes

Sept 15, 2021

Chair: Erin Hiro (20-23) X

Members:

Faculty, PFF (20-22): Russell Backman X

Faculty, at large (20-22): Amy Caterina X

Faculty, at large (20-22): Kelly Falcone X

Faculty, AMBA (21-23) Melinda Finn X

Faculty, MSE (20-22): John Harland

Faculty, Library (20-22): Linda Morrow X

Faculty, at large (20-22): None

Faculty, CTE (20-22) Jacob Shiba X

Faculty, Part-Time (21-23): Tanessa Sanchez X

Faculty, L&L (21-23) Tina-Marie Parker X

Faculty, DRC (20-22): Crystal Velasco X

Faculty, SBS (19-21): Barbara Hammons X

Faculty, Student Services (20-22): None

Call to order at 2:30 pm

Approval of minutes

Motion to Approve: Jacob. Second: Linda

Vote: all approvals

Public Comment --none

Announcements -- Erin will change the order of Information items to move urgent matters to the top of the agenda

Information

Proctoring

Erin Hiro said that the Faculty Senate is asking for the DE Committee to bring forward proctoring programs that will replace Proctorio, which is problematic for invasion of privacy, equity and technology limitations.

Kelly Falcone suggested that the DE Committee bring forward strategies for dealing with proctoring needs along with programs.

David Gray, from ATRC, told the committee that all proctoring programs have the same challenges as Proctorio

Unicheck

David Gray told the DE Committee that the college needs to move from the plagiarism checker UniCheck to CopyLeaks because UniCheck was bought by a larger company and the rates increased. The ATRC was hoping the transition could take place over the fall semester. They realized that it would run out this weekend.

The DE Committee Member Crystal Velasco made a motion to direct DE Coordinator Erin Hiro to work with Instruction to find \$6,000 to pay to keep UniCheck working through the end of the semester.

Motion approved unanimously.

AP 4105

VPI Jack Kahn asked for the DE Committee to review changes to AP 4105. The committee reviewed the highlighted areas but did not see much difference. The issue will return to the Oct. 6 meeting where Kahn will attend and discuss possible changes.

Software Selection

DE Committee members have expressed frustration over a lack of understanding on how the ATRC selects which Canvas programs to fund.

David Gray said he was not sure of the process either and that the ATRC learns about new programs through conferences and conventions or through faculty requests.

There are also concerns about free Canvas add-ons that faculty use in Canvas that are not accessible.

The Committee will bring back this issue for further review and consider compiling a list of Canvas add-ons with information on their accessibility and other factors to help faculty in the selection process.

Canvas Access

The Faculty Senate granted faculty the right to decide who has access to their class. Based on the resolution, the ATRC created an access of "Observer." While this helps with TERB evaluations and some access needs, it is causing problems for Librarians who need to add content.

Committee member Linda Morrow asked that the DE Committee send a recommendation to the Senate to allow faculty to decide the level of access to a class.

David Gray cautioned that faculty have asked the ATRC to give students access to other students' grades and may inadvertently violate FERPA rights. He cautioned the DE Committee on granting full access.

The DE Committee will bring this issue back to the Oct. 6 meeting.

POCR

The POCR process is being tested as part of the application to make Palomar a POCR-certified school.

Testers Linda Morrow, Amy Caterina and Kelly Falcone are participating in this testing cohort and are hoping to have it completed and sent to the state for review in October.

HyFlex

The HyFlex experiment for four faculty members is going well. The students love the flexibility and the faculty are able to balance the simultaneous Zoom and in-class students.

The only concern of current faculty is every class period so far has had some technology issue.

There is a growing list of faculty who want to try HyFlex in the spring. The HyFlex faculty cautioned the next test group should not be too big as to overwhelm the two AV personnel.

The DE Coordinator spoke with one of them who said he was ready for the challenge.

The Coordinator will caution administrators to schedule HyFlex classes carefully so there are no more than two starting at the same time.

New Discussion Redesign

Committee member Kelly Falcone asked the ATRC Rep about a new Discussion board feature that will help faculty. She wondered when training would be available. David Gray said he would find out and get back to the DE Committee

Goals

The group worked on goals and collected feedback.

The goals will come back for a vote at the Oct. 6 meeting

Action

DE Coordinator Erin Hiro made a motion to elect Crystal Velasco to the position of DE Rep for the CALM committee.

Barbara Hammons seconded the motion, which was unanimously approved.

Adjournment at 3:55 pm