

Distance Education Committee Minutes Nov. 3, 2021

Date: Nov. 3	Zoom Meeting:
Starting Time: 2:30 p.m.	Meeting ID: 919 9930 3997
Ending Time: 4 p.m.	Passcode: 974173

In attendance:

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): Wendy Gideon X

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

Faculty, at large (20-22): Seth San Juan X

Faculty, CTE (20-22) Jacob Shiba X

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

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

Faculty, DRC (20-22): Crystal Velasco

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

Faculty, Student Services (20-22): Open

Visitor

Visitor: John Harland (minutes) X

ATRC: David Gray

1. Call to order 2:34 pm
2. Approval of minutes.
 - Erin: shared minutes
 - Barbara: motion to approve. Linda second.
 - Corrections/additions: Kelly asked to amend minutes to include that she was unsure whether problems with New Quizzes have been addressed by Canvas.
 - Vote to approve: unanimous
3. Public Comment--none
4. Announcements:
 - Erin announced that there is a memo from the Chancellor's office about CVC Home and Teaching College that talks about technical changes that will make it easier for colleges to handle student data. That should make it easier for colleges to become Home and Teaching colleges. This will allow Palomar to revisit its goal of being a Home and Teaching College.
 - Kelly Falcone announced that she discovered that faculty can learn a lot more about students' actions on Canvas by looking at New Analytics on the right hand side of a Canvas course. Faculty can also message students by searches such as "message students who have a 60 percent or lower in the class." These tools can be effective for student retention and success.
5. Information
 - 5.1. HyFlex Training update
 - Erin: They currently have 11 Hyflex teachers for Spring 2022 but more are expected. They hope to have training complete and available to new HyFlex teachers by the end of November.

- Kelly provided feedback that the administration should consider paying for TAs for new HyFlex teachers to assist during the Spring semester.

5.2. POCR Update

A. POCR: Linda and Amy said they are making progress on the application with the state to become a local POCR-certified school and have a meeting set for the evaluation.

5.3. New Quizzes

A. Erin reported that faculty are still emailing her with concerns about the expected transition from Classic Quizzes to New Quizzes in Canvas.

B. Jacob reported that he tried the migration and found it burdensome. He expects it to be problematic for many faculty.

C. Erin said she will bring this issue up at local and state meetings and report back on other college's experience with New Quizzes. She has also asked the ATRC to rush training on New Quizzes for faculty to have by the winter break.

5.4. Proctoring Update

A. Erin reported that she is continuing to meet with proctors and others who can give feedback into creating an online proctoring program. She also plans to meet with Rocco Versaci and Jack Kahn about a possible campus-wide proctoring center that handles both on-campus and online proctoring to meet the changing demands of proctoring. The goal is to have this proposal to the administration by December for implementation next spring.

5.5. Accessibility Training update

A. Erin: A former Distance Education Coordinator created a Canvas Accessibility class that needs updating. A few of the DE members are working to update this course. It will be designed to be self-paced and managed by the Distance Education Coordinator.

5.6. Goals: The Distance Education Committee members met in small groups to make progress on their year-long goals.

6. Action

None

7. Adjournment at 4:00 PM

