

Distance Education Committee Minutes

Dec. 1, 2021

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 X

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

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

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

Faculty, Student Services (20-22): Open

Visitor: John Harland (scribe) X

1. Call to order 2:32 pm

2. Approval of minutes. Motion to approve: Barbara. Second: Linda. Approve: majority. One abstention.

3. Public Comment

4. Announcements:

1. Erin met with VP student services, who affirmed commitment to supporting the DE committee's efforts to making Palomar a home college.

2. Erin discussed the online Teaching conference coming up in summer. Erin encourages others on DE committee to attend. PFF has money to pay for registration. Erin will send email to all faculty about the conference
3. Erin reported that Unicheck, one of our plagiarism checkers, is being discontinued. Erin will send a reminder about this to all faculty.
4. Zoom recording deletions: Erin will send out an announcement reminding faculty that deletions will be made during the 2nd week of Feb.
5. Spring Plenary: Please let Erin know if you are willing to do training. Possible training areas include accessibility and proctoring.
6. Erin mentioned the possibility of offering training boot camps. Kelly suggested that Erin consult with ATRC to understand why these were discontinued in the past.

5. Information

5.1. HyFlex Training update

7. Erin: We have an approved MOU for HyFlex training.
8. Kelly: this can be put in PD portal for all faculty, with the understanding that only faculty approved for compensation will receive it.
9. Erin presented data on online student activity, including utilization of online tools and Zoom.

5.2 POCR Review update. Amy reported that it is in progress and on track for spring 2022.

5.3 Accessibility Course/Training

10. Kelly briefly overviewed the Accessibility course.
11. Crystal: Attended conference call Accessing Higher Ground, and found that we have much work to do at Palomar College, including a cultural shift toward UDL and accessibility. Many institutions have an introductory Canvas accessibility course, as well as practice courses for faculty
12. Committee members were assigned to review and edit specific modules for 20 minutes. Afterwards, members shared their feedback with Crystal and Kelly.
13. Erin encouraged committee members to make posts in discussions in the accessibility course, and to encourage colleagues to take the course.
14. Erin: the course will be published later this week.

5.3. TERB: Committee members shared their observations about the TERB process in a shared document.

5.4. Goals.

15. Erin: For now, Lilian's course will not be maintained or updated by the DE committee, though for now it will still be available to the faculty and students who still use it. Kelly suggested embedding a survey at the beginning of the course to get feedback on use.

6. Action

7. Adjournment at 3:45 pm