

MINUTES
San Bernardino Valley College
Distance Education Committee Meeting
October 2, 2020 1:00 pm—2:30 pm
ConferZOOM

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Members present: Maha Al-Husseini, Michael Assuma, Stephanie Bell (student), Davena Burns-Peters, Rania Hamdy, Leticia Hector, Lisa Henkle, Guy Hinrichs, Maria Notarangelo, Adam Pave, Nori Sogomonian, Teri Strong, Michael Torrez, Margaret Worsley, and Kay Dee Yarborough.

Agenda Item	Discussion	Action Items
Approval of Minutes:	m/s/a: 2:01pm	
Student Online Learning Website <ul style="list-style-type: none"> • Update • Preview <u>Dev Site</u> 	<p>Rania— is this meant for a post-COVID environment? DE Leads confirmed yes, the changes to the student online website are meant for those interested in online classes, not necessarily those forced to take online classes because of the pandemic. Maria— why wouldn't it apply right now? How are students going to know this page is here? This will be launched soon but not necessarily related to COVID. The page will be where students are directed when they click "Online Classes" from the SBVC Home Page. Davena clarified that this page is the index page, to cover the main areas, and link to interior pages. Nori—site looks good. Video seems good, and should be framed for better featuring. Maria— suggested there should be a text option for the featured video. Stephanie, student committee member really likes it. Adam suggested highlighting online courses in the carousel at the top.</p> <p>A suggestion by the committee was made to get more student feedback. Rania suggested a student focus group through Student Life. Rania also suggested adding a section of "online classes are good for..." with examples of students who take online classes (including graduate students and working professionals).</p>	<p>DE Leads are meeting with Student Services to continue with edits on the Dev site. Rania will help coordinate a student focus group through Student Life.</p>
Level 1 Training and Accessibility <ul style="list-style-type: none"> • A follow up 	<p>The subcommittee to revamp Level 1 training and incorporate accessibility components has met. Subcommittee members including Davena, Lisa, Rania,</p>	

<ul style="list-style-type: none"> • Launch Spring 2021 	<p>and Margaret said it was a productive meeting. They reported that accessibility will be incorporated throughout the course from the beginning modules to the end, and scaffolded to increase complexity of techniques as the course moves forward.</p>	<p>The subcommittee will continue to revamp Level 1 with accessibility and report to the committee.</p>
<p>Accreditation Update</p>	<p>The Accreditation team is coming (October 12-15). They will be meeting with the DE Leads. The DE Committee is not anticipated to have to meet with the accreditation team. Teri asked if we haven't been notified, are we clear from getting our course looked at? Leticia said yes, everyone has already been notified.</p>	<p>Davena and Margaret will meet with the Accreditation team and report back to committee.</p>
<p>Accessibility Plan for Campus</p> <ul style="list-style-type: none"> • Start dialogue • What role does DE/DEC have? 	<p>The question was posed by the DE Leads to the committee: Does the DE Committee have a role in creating an accessibility plan? If so, what would that look like? We don't have the ability or power to approve anything, without working through the Union and collegial processes. The committee divided into breakout groups for small group discussion with the questions: do we think the DE Committee should be involved? If so, what could we help with?</p> <p>Group 1—Thinks the Committee definitely has a role on campus to advise. Captioning doesn't cover everything, but must happen. They also recommend something for visually impaired students. This doesn't cover science at all.</p> <p>Group 2—this is a district issue. They likely have plans already formulated. DE and other areas could be a part of that plan. This plan should cover SBVC and Crafton. The High Tech Center has an accessibility piece. DE Committee should make recommendations to Luke Bixler at district. There's also a legal component here. The district (not the committee or faculty members) is responsible for that.</p> <p>Group 3— pointed out the DE Committee charge is a conduit body between faculty and administration. We should also be student advocates. How can we take care of them at the end of the day?</p> <p>Group 4—This is a district issue. District needs to take the charge on it. There should</p>	

	<p>be a person or group whose job is to take care of accessibility for the campuses. Group 4 thinks an accessibility person should be on each campus. These skills should not be put completely on the shoulders of faculty, DE Leads, or Deans. We as a committee have an advocacy role, to make sure this issue is brought up in the right places. SBVC and Crafton should hire someone with expertise in the area to lead the charge. DSPS is 504 compliance, not 508. We don't have a distinction to students between these of where to go for which service. It was suggested to help students from the role of the committee to promote what the accessibility plan is, ensure access to the plan, etc. Also having a resource for both students and faculty on the DE pages that are being developed is important. Should be communicated/reminded to the district of faculty who need accessible accommodations need to be in that plan — not just for students.</p> <p>It was brought up that maybe this should be a campus-specific discussion, not district. Others disagree. Rania made a motion that the faculty leads talk to the director of technology services to begin a conversation in what he envisions, and report back.</p>	<p>The DE Co-Faculty Leads will inquire with Luke Bixler and others at the district level about the district online accessibility plan, and inquire about ways the DE Committee may help.</p>
<p>Review Committee Charge</p> <ul style="list-style-type: none"> • Revisions needed? 	<p>The Committee read the charge together. The question was asked, what does ITV have to do with this committee? Rania mentioned ITV classes use Zoom now, not the old technology. Perhaps we should pull out ITV and just use the words “distance education.” How is our charge related to distance education? What about including POCR? What about including online faculty training?</p> <p>Perhaps addressing “quality courses,” instead of faculty training? Or “best practices?” Rania suggested “quality assurance.” We should be careful including specifics of POCR and online faculty training as technology changes, and we do not want to infringe on Professional Development. The suggestion was made to</p>	

	include “San Bernardino Valley College.” Also using the word “support” instead of “training.” The suggestion was also made to move “advises to VPI” to end of charge. Wordsmithing in a group is complicated so the DE Leads will work further on revising the committee charge.	DE Leads will work further on revising the committee charge.
<p>Future Discussions</p> <ul style="list-style-type: none"> • Anti-Hate/Anti-Racism from a DE Perspective • Re-visit DE Strategic Plan or redefine where we are going and our goals 	Given the recent Academic Senate anti-hate/anti-racism resolution, action across the campus is happening. From committees to department chairs to faculty members, ideas are being discussed about real change. What could Anti-racism and anti-hate look like as a committee?	The committee will continue to hold this as an agenda line item for further discussion and action.
<p>POCR</p> <ul style="list-style-type: none"> • First training reminder 	A brief announcement was made about the next meeting and our next step with local POCR rollout.	
Announcements		
Adjourn	2:33pm	