

MINUTES
San Bernardino Valley College
Online Program Committee Meeting
December 18, 2020 1:00 pm—2:30 pm
ConferZOOM

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/93873949680>

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Committee Charge: Advises the Vice President of Instruction regarding all issues related to online, hybrid, and/or ITV at the College. The committee functions as a visionary body, as a conduit for information between faculty/administration/students, and as a technology advisory body for issues related to distance education.

Agenda Item	Discussion	Action Items
Approval of Minutes:		
POCR Review with Breakout groups: Sections B and C		Final due date for this cohort of courses will be set for shortly after the first of January 2021.
Student Orientation	FTES are significantly low. Some kind of orientation for the students would help significantly. Basic Skills has some funding. Leads will create proposal for funds. We would hire out to 3 rd party to create this orientation, in collaboration with Students Services. Colleen is in a nutshell very excited about this.	DE Leads will put forth a proposal for funding for funds for a student orientation.
Student Online Website DE Faculty Resources	Have gotten feedback from ASG and made improvements to website.	
POCR Norming Process	We are almost ready to complete the application. Colleen suggested considering a larger <u>workshop(s)</u> to initiate conversations around the Rubric, as well as a good starting point for them for course quality approval.	
Required Training	Required training is in the works. We are in the active process of negotiating what that looks like with all stakeholders including the union, VPI, etc. Funding is being attached to	

	<p>it from CARES act funding. Will be synced with Crafton Hills as well. Level 1 will be revamped and called L1A. Both older versions will be accepted as “required.”</p> <p>DE Leads will be reaching out to campus regarding equivalency of training at other campuses. The Leads will need help (more facilitators) to train all of the newly added Level 1. These extra facilitators will likely come from this committee, ideally POCR-trained. Leticia brought up the point that we need to keep faculty Load in mind. Davena brought up that student stories will be incorporated into the training (what their experiences have been, what’s been helpful as a student, what was challenging? etc.).</p> <p>Colleen brought up the point that there’s a lack of accountability, and also, consistency. She thinks we need an “immediate help” button or contact person.</p> <p>Adam asked if the old Level 1 will qualified for required.</p>	
Announcements	<p>Jennifer said the MESA team has had a lot of discussion around anti-racism, as well as the difficulty students are having online. Any time we can send a message to a single student that says basically “I see you. This is what you should do.... Apply for scholarships.” is good.</p> <p>We talked about the EW option for students, as well as late-dropping students.</p>	
Adjourn	3:30pm	