

MINUTES

San Bernardino Valley College

Online Program Committee Meeting

September 6, 2019 1:00 pm—2:30 pm

LA202 and ConferZOOM

Attendees: *Davena Burns-Peters, Colleen Calderon, Janet Courts (online), Rania Hamdy, Patricia Jones, Adam Pave, Michael Torrez (online), Soha Sobhanian (online), Kay Weiss, Margaret Worsley*

Call to Order: 1:11pm

Pre-meeting Discussion: Access to documents is tricky. Co-chairs will work on inviting everyone to get in their Office 365 training, so that everyone may access shared documents

Agenda Item	Discussion	Action Items
Approval of Minutes	Adam Pave has been added	Minutes approved
CTE Online Pathways Grant <ul style="list-style-type: none">• Award• Progress to date• To be accomplished• Conference Attendance• POCR Training• Professional Expert Position	Grant awarded. Hooray! Components: research to get degrees and certs online, training of faculty, gaps of online courses to complete degrees/certs. Also conferences. A list will go out with recommended conferences for us to attend. These conferences are covered under the grant. Are we willing as individuals to do a workshop (ideally with CTE faculty) once we return from the conference? Rania suggested starting a process similar to Prof. Develop. for attendees and funding—through SD-1 form (which would go through DE Co-chairs). OPC could do some conference approvals. We need to emphasize a CTE focus for these conferences and trainings. Nursing was brought up as an opportunity to get teams of CTE faculty at conferences. Professional Expert with Instructional Design background position has been floated.	

<p>Bootcamp Summer Training: Update</p>		
<p>Registration for Fully Online Students</p>	<p>Update from Kay—should be available by Spring 2020. Discussion was had on the student perspective of registration. Once they can register online, where do they go? There should be a link for online students, which would send them to Patty (who does online counseling).</p>	<p>We'll wait for an update from Patty in the next meeting.</p>
<p>Badger Badge</p>	<p>We're creating badges for online training.</p>	
<p>Upcoming Trainings</p> <ul style="list-style-type: none"> • DE Training Schedule • Can-Innovate 	<p>An email will go out of an online training schedule. They will be roughly every 5-weeks. Next will be Sept. 23rd. There are still barriers... Blackboard is mentioned in the orientation video. How can we communicate "best practices" for online teaching (i.e. having the course published a day or two before the class starts, communicating a before-starting welcome letter, etc.). Also possibly standardizing an online teaching timeline. What about the universal access point? New website doesn't intuitively accommodate that site. Also possibly requiring syllabuses on Canvas, as well as Gradebook.</p> <p>Should we create an online training mini-course for students to take before they can register for online classes? Other colleges are doing this (through Quest). Challenges might include having to take that every semester before registering? Badging could be used? It could be part of their assessment? Etc.</p>	<p>You'll get an email about this.</p> <p>Patty will check on an updated orientation video. Kay will mention it on the ? Committee.</p>

	<p>Discussion was had about “the right to fail.” If students are logging in, but not submitting work, we cannot drop them.</p> <p>Can-Innovate is happening HERE! Rania talked about hosting this with breakout room(s). Swag will be involved. We’ll invite others around us, and will be listed so other may join us on campus.</p>	Rania will put out a schedule so people can sign up/show up.
<p>Up and Coming</p> <ul style="list-style-type: none"> DE Program Quality Rubric 	This is being developed by the CVC-OEI Advisory Committee, and will be updated/introduced in the near future.	
Next Meeting		
Old Business		
New Business/Announcements	Curriculum DE Component review order, process	Davena and Margaret will have a meeting with Mary Copland on Monday and will keep the OPC posted on their assignments and the process.
Adjourn	2:35pm	