MINUTES
San Bernardino Valley College
Online Program Committee Meeting
January 17, 2020 1:00 pm—2:30 pm
LA202 and ConferZOOM

Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/464605884

Or Telephone: Dial: +1 669 900 6833 (US Toll)   +1 646 876 9923 (US Toll)   Meeting ID: 464 605 884

Committee Members present: Colleen Calderon (CC), Rania Hamdy (RH), Lisa Henkle (LH), Patricia Jones (PJ), Adam Pave (AP), Kay Dee Yarbrough (KY)
Virtual Attendance: Rhiannon Lares (RL), Soha Sobhanian (SS), Teri Strong (TS), Michael Torrez (MT)
Call to order: 1:05pm

Agenda Item	Discussion	Action Items
Approval of Minutes: 11/15/19	Approved	
Welcome Back		
CTE Online Pathways Grant	Q2 Reporting Update—we've only spent about $5K so far. We know approx. $11K will go towards website, POCR training stipends, instructional designer(s). Instructional designer would create templates, possibly videos, and meet with faculty to help with course design. We can also spend more funds through conference funding for faculty. How we will build our local POCR Team was discussed. It was suggested to bring this process up in Chair Meetings. Is important and tied with department success rates and efficacy reports.	Adam, Lisa, and Collen? did not receive their stipends. Leads will follow-up and look for paystub codes.
Conferences and Training	CUE Spring Conference	Conference sign-up is encouraged by committee members. Link to signup was emailed.

Committee Charge	Review charge for edits and verify times listed with Senate	Please look at the Charge. We'll follow-up at the next meeting.
DE Newsletter	Feedback, ideas for future publishing. Look for your name if you completed POCR! You're famous.	
Level 1 and 2 Training Update	Number of completions, dates of upcoming sessions, CHC Reciprocity. First go of Level 2 is starting next week. CC mentioned her department suggested Summer dates. CC suggested asking for support from the Senate for facilitating Summer trainings. RH is hesitant to do that—suggested simply approaching the VPI about funding that.	Leads will coordinate upcoming Summer training dates and keep the Chairs posted.
Spring Semester 2020	Plans and goals	
Student Eco System Updates	DB gave status of student learning tools.	
New Business	Website— getting revamped by contractors with grant funds. Portal page: can identify as student or faculty. AP asked how CourseLeaf will be incorporated into Department web pages. KY says CourseLeaf will pull from Catalog for pages. DB thinks Online courses shouldn't be left out. Perhaps a toggle-switch for online-only classes. RH suggested a person from Guided Pathways be present on this committee. CC says Blackboard is still an issue with current students seeing it on the website. DB met with	Leads will follow-up with Paul.

DB will continue to follow-up with Matriculation for orientation script. KY suggested searching "Blackboard" and see what pops up to change. RH suggested from there Jason Brady can change everything. |

	matriculation about our concerns. Discussion on how we continue to make this Committee a "working committee." OPC members expressed willingness to help DE Co-Leads in a variety of ways. Leads could use help building the POCR process, help with conference recruitment, and help with the process for DE Addendum approval. CC asked if we could invite the new Interim Dean to join us in these meetings. RH also suggested talking to the VPI.	
Announcements	CVC-OEI is alive and strong.	
Adjourn	2:35pm	