MINUTES

San Bernardino Valley College
Online Programs Committee Meeting
March 22, 2019
1:00 pm—2:30 pm
LA202 and ConferZOOM

Attendees: Maha Al-Husseini, Davena Burns-Peters, Rania Hamdy, Lisa Henkle, Patricia Jones, Adam Pave, Teri Strong, Michael Torrez, Kay Weiss, Margaret Worsley

Agenda Item	Discussion	Action Items
Call to Order	1:06pm	
Approval of Minutes		m/s/Lisa/Kay: approved
Online Teaching Conference-selection results	Online Teaching Conference is going to be in June. Basic Skills is funding 10 people to go. 20-ish applicants applied. 6 were selected along with Kay, Davena, Rania, and Margaret. Almost all of the applicants were adjunct. Everyone is registered! Yay.	
Institute for the Future	Team of 5 people going to Palo Alto. Workshop that's running through CVC-OEI, bringing in teams of 5 from colleges to envision what the future of design thinking looks like. Davena, Kay, Rhiannon, Patti Jones, and Manid Batalo(?) are going. Guided Pathways is picking up supplemental travel for us.	Update from this event for next time please.
CTE Pathways Grant	Over spring break Davena, Kay, and Margaret wrote a Letter of Intent which included signatures of the President, VPI, Kay, Davena, and Margaret. Approval of this letter could include up to $15,000 to write the grant, with up to $500,000	Moving forward! We have a grant to write.

	per college awarded from the grant itself. Rania said the District has a team of grant writers to use. They're professional experts, trained to do this. Joanna Oxendine has already been approached. Aspects of the grant include a "quality review team," support for Cyber Security, Entrepreneurial Arts Certificate, and the Media Academy, assessing gaps in CTE with online courses, and other wonderful things! It is due May 1st. That's very little time! We've got approval steps. This would be a one-year grant.	
Student Success Tools: update and resource page	Cranium Café and NetTutor are in the process of implementation. Rules of Engagement have been sent in. Resources page at cvc.edu-- Finish Faster Online, Online Ecosystem Portal… all of the student support/success tools are introduced and explained with some demos. We want these tools implemented by April so that come fall, we can train all faculty.	Maybe check this out and familiarize yourself with these tools. Rania will help Davena and Margaret to draft/distribute an email to entire faculty to acquaint themselves with these tools. We will put this on our Valley College DE website under Faculty Resources.
POCR: update	As of April 22nd, the CVC-OEI POCR group will no longer accept courses for review, unless they've already gone through a local process. Davena has gone through the process, it's not hard, but it'd time-consuming. What do we want our process to look like? Would we have a set cohort of people trained?	

	Kay suggested some succession planning, so that new people are trained as they come in. Upcoming trainings do not have dates yet. You can check in on this here: onlinenetworkofeducators.org	
Title V changes and DECO Update	ccc.deco.org, monthly meetings link. Meeting on March 15th changes were discussed. Language has been changed to clarify the law (i.e. include accessibility, substantive interaction, separate course approval, faculty selection and workload, phasing out "hybrid," etc.). FO (Fully Online), PO (Partially Online), OPA (Online with Proctored Assessment). Rania says RCCD Distance Education Dean is willing to talk with us about their training process. Kay will run a report of all faculty who are on the schedule to teach online in the Fall.	Rania will help us communicate to faculty the training needed for accessibility. All online/hybrid faculty should be involved. Next OPC meeting, we will try to get RCCD Distance Ed Dean on the phone. We will try to get trainings rolling before summer, with Title V as the motivator for faculty.
DE Seminar: Flex Day	Flex Day Fall 2019, August 15th will be dedicated to OER/ZTC/DE! Hooray! Could we do a POCR boot camp then? Rania has mentioned potential changes in the calendar that might help this.	We'll make this an agenda item for the next meeting (ideas for that day).
Accreditation Standards Review	Lisa said the Library is going to give her a report on their usage. Lisa also did the Writing Center, Reading Lab, and Student Success Center.	We are going to assess the Standards we don't have, and fill in the gaps. Davena and Margaret will submit completed Templates to the ASLO Committee.

	Add Library Technology. Michael, Lisa, and Adam all submitted their "homework." Well done!	
Old Business	N/A	
New Business/Announcements	N/A	
Adjourn	2:37pm	