Minutes
San Bernardino Valley College
Online Program Committee Meeting
April 19, 2019
1:00 pm—2:30 pm
LA202 and ConferZOOM

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

Call to order: 1:02pm

Agenda Item	Discussion	Action Items
Approval of Minutes	Lisa asked if we've talked to RCC DE Dean. Has Rania?	
CTE Online Pathways Grant	In the thick of writing it. Had two days of Information gathering and brainstorming. Will be targeting existing programs and new programs; Library, Computer Information Technology, Child Development, Diesel, Graphic Arts, ASL, etc. Research for Lab component(s) is a big endeavor.	We will continue to write it!
DE Strategic Plan	1.1- Yes 1.2- Can't confirm. Should pull up maybe 10 courses a month to check 2.1- Website still being updated 2.2- Hiring question has been added? Needs confirmation 2.3- EMP report done, no needs assessment done. Captioning alternatives done via 3C Media Rania suggested having Co-Leads flag what hasn't been done, share with OPC next time.	OPC could do a 1-page position paper to share with Deans about including a question during hiring process? Kay recommends for next year's needs assessment we request a budget. Davena and Maggie will complete report and bring back to committee in May
Institute for the Future	Davena, Patty, and Kay went. Topics included signs about the future. How do we create the cohort environment? Still a desire for human connectedness.	
Meeting Schedule	We have a meeting set for May 17th. Should we meet? Lisa said it would be a good opportunity to	Yes! We're meeting May 17th. We'll set up meetings for next semester when we meet then.

	wrap up the year, and create some vision for next year. Should we meet more than once a month? Possibly twice a month (1st and 3rd).	Kay's going to check on Dean's schedule with VPI, will keep us posted.
DE Seminar: Flex Day (Aug. 15th)	Thinking of doing Adjunct Orientation on Wednesday, Flex Day is day after (therefore not conflicting). Breakouts, maybe a speaker, some activities. Kay suggested using graphic artist (John Cava?) that might be able to help with presenting. Rania talked about the OER-ZTC seminar-- had a Keynote, student testimonials, breakout sessions, etc. and it was really cool. Experts from the CVC-OEI have offered to come to our campus, let's use this as an opportunity to get them here. Kay said student panel would be very valuable (3 to 4 max).	Davena, Maggie, and Rania will meet before the OPC May meeting to plan. Will update committee at next meeting.
Summer Training Camps (June 24-28, and July 22-26)	If we get grant, it starts July 1st. We'd like to do a Summer Bootcamp training (on campus). Primary target will be CTE faculty, but OPC members would be encouraged. The grant would have stipends for this training. Chaffey does the summer institute... they have 30 spots and a very long waiting list. Should it be all online? Discussed that face-to-face is important. Rhiannon is here in the summer.	Davena and Maggie will figure out what the schedule will look like.
Old Business	N/A	
New Business/Announcements	May 10th meeting. We should go. It hasn't been announced. It will be all day. Vote for Outstanding Professor. Spotlighting Professor is also May 10th.	
Adjourn	2:10pm	

Next meeting: May 17th