

PORTERVILLE COLLEGE

Distance Education Committee

Meeting Minutes

Location: Zoom - <https://us06web.zoom.us/j/83276859280>

Date & Time: February 9, 2023 ~ 4:00 – 5:00 pm

Organizers: Karen Bishop & Michelle Miller-Galaz, Co-chairs

Attendance: *Karen Bishop, Xenia Conquy, Denise Jackson, Joy Lawrence, Michelle Miller-Galaz, Elisa Queenan, Yolanda Vasquez, Clara Zimmerman*

Guest: *Karen Oeh*

I. Approval of Agenda – Approved as presented.

II. Approval of Minutes of November 10, 2022

- Approved as read.
- Note that there were no meetings in December 2022 or January 2023.

III. Guest Presentation: POCR Team Member Karen Oeh – Peralta Equity Rubric

- Karen Oeh is part of the KCCD Faculty Innovation and Leadership Investment Initiative and has two ideas for her project and wants our feedback:
 - Conduct monthly show-and-tell using her CVC Quality Badged and equity aligned courses to illustrate each section of the Peralta Equity Rubric
 - Develop a website for KCCD that will explain the terminology and processes related to online education (CVC Exchange, ZTC courses, and Quality Badged, etc.) and highlighting POCR Teams and Quality Badged courses on each campus, identifying any that instructors have made adoptable.

IV. Online Teaching Conference

- OTC 2023 is June 21-23, 2023, at Long Beach Convention Center.
- Funding is available through Reagen Dozier through May 10, 2023, to support faculty to attend.

V. ZTC Funding Opportunity

- The college has a \$20,000 ZTC Funding opportunity and the committee is putting together a form for faculty to request.
- There is a second round of funding that the college can apply for if we have an entire degree that is offered through ZTC.

- Shared intellectual property rights may not be an issue as the courses will be listed on Canvas Commons.

VI. Assistant Director of Academic Technology & Prof Development Update

- The third recruitment for the Assistant Director of Academic Technology is underway.

VII. Canvas Administrator

- Bakersfield College's Pam Rivers will continue as the Canvas Administrator for now.

VIII. DE Committee Charge Update

- The DE Committee Charge needs to be reviewed for potential inclusion with College Council.
- A draft will be included in the next meeting agenda.

IX. Distance Education Plan

- DE Plan revisions and review continue.

X. Accessibility Training

- Four POCR team members have completed the extended accessibility training: Joy Lawrence, Elisa Queenan, Clara Zimmerman, and Mario Espinoza-Kulick.
- Two additional POCR reviewers are registered to complete it this summer: Sarah Maokosy & Karen Oeh

XI. CVC Search Function

- PC is a CVC Teaching College.
- The recent changes to the CVC Exchange search function will benefit all students by defaulting to the "instant enrollment" filter to save students from having to go through CCC Apply to take courses at other colleges.
- This change in the default search filters will show courses from CVC Teaching Colleges first right after the student's Home College, so it will also benefit PC.

XII. 2022-2023 POCR Program

- The Call for submission closed on January 31st 2022-2023 POCR Program. Reviews will start soon. The first review will determine if a lead/mentor reviewer will be needed to help the faculty participant.

XIII. What else?

- The Distance Education plan needs to have goals. Draft goals:

- Goal 1: Identify equity gaps across disproportionately impacted groups in distance education.
 - Deliverables
 - Identify disparities and challenges associated with online student equity.
 - Identify success strategies to address challenges.
- Goal 2: Support faculty in reducing equity gaps across impacted groups in distance education.
 - Deliverables
 - Introduce new and improved interventions to increase online student retention and success.
- Goal 3: With students as a focus, support faculty in developing and delivering quality distance education.
 - Deliverables
 - Offer accessibility workshops for quality distance education.
 - Continue deploying and scale Peer Online Course Review (POCR) to prepare faculty and reviewers with quality aligned courses, using professional development, and Course Design Rubric.

XIV. Future Agenda Items

XV. Future Meetings – 2nd Thursday of each month 4:00-5:00 pm