



Distance Education and Technology Committee Minutes

Tuesday, November 28, 2023
3:00 p.m.- 4:00 p.m., L 201

Type of Meeting: Regular

Please Review/Bring: Agenda Packet

James Dorn, Faculty Co-chair
 Greg Bormann, VPAA Designee
 Nate Dillon – ADMIN Council - *ABSENT*
 Alex Parisky, ITS Management - *ABSENT*
 VACANT, ITS Alternative Media Specialist
 Mike Wilmes, Learning Management Media Specialist (Ex-Officio) - *ABSENT*
 Greg Krynen, IMC Representative
 Gabrielle Poorman, AP&P
 John Toth, Faculty Union
 Sheri Langaman, Classified Union
 Rae Agahari, Arts & Humanities
 Jim Bowen, Career Tech Ed
 Walter Briggs III, Counseling - *ABSENT*
 Mary Jacobs, Health & Safety Sciences
 Barry Green, Kinesiology & Athletics
 Debbie Sanchez, Library
 Kenan Shahla, Math, Science & Engineering - *ABSENT*
 VACANT, Language & Communication Arts
 Kimberly Barker, Social & Behavioral Sciences - *ABSENT*
 Jane Bowers, Faculty At-Large
 Kathy Osburn, Faculty At-Large
 Luis Lara, Adjunct Faculty Rep
 Alan Filion, ASO Representative

Items	Action
I. Call to Order	3:07pm
II. Approval of Agenda	A. Approved, unanimous
III. Opening Comments from Co-chairs	A. The POCR Lead has officially been approved as a DETC member. B. The process for evaluating online instruction still needs to be defined.
IV. Open Comments from the Public	A. None
V. Approval of Minutes	A. October 24th Minutes (attached) Approved, 2 abstentions
VI. Discussion Items	A. POCR Updates – No updates, POCR group will start up again in the Spring semester. This group still needs to be defined and what it will look like needs to be discussed. 1 or 2 people reviewing each course – 2 is preferred, but are funds available? Compensation needs to be confirmed and available funds need to be checked/confirmed. There are 150-175 courses on average waiting to be reviewed. There are around 15 reviewers, but not all are active. How many courses should each faculty member be responsible for each semester? Putting 1 course on only 1 faculty member to review it is overwhelming. Plus having 2 is more beneficial as they can be more thorough. More experience makes reviewing faster, and fewer corrections makes it faster as well. 4-5 hours up to 10 hours per course. We’re working toward POCR certification courses,

	<p>but are we seeing any benefits now? POCR cert brings us to the top of the list, but is it helping? Are we spending our resources wisely? Ideally, we would finish the courses currently waiting on POCR to review, at least. Having 150 certified courses will definitely put us in a good spot. Is there anything else that needs to be specifically mentioned in the definition of the POCR group? Communication to campus to keep everyone up to date with changes, trends, etc. Lead duties have also been defined. Updates are now being sent out via the campus newsletter. Please email any other ideas you may have to James Dorn. Courses are checked for accessibility, structure, ease of use, etc. but not content. It is understood that courses change throughout the semester/year.</p> <p>B. Online Course Accessibility – The POCR rubric was used to make courses better, then COVID hit and pushed this further. POCR badge means your course will be at the top of the list in the CVC/OEI. Accessibility still needs to be addressed/discussed. If your course is not accessible, you and the college can be sued. We have the ability to check all online courses, so how many are 90% accessible or above? Should faculty be given a deadline to get courses accessible, and if not reached then the course is not approved for online teaching? 3rd party publishers are not always accessible, so that presents a potential problem. 95% is recommended, 100% may not always be achievable in all situations. In other campuses, the DE and AA offices work together to find 3rd party publishers that are accessible so that the college is in compliance. Currently, not all courses are accessible and some faculty may simply not know that their course is not accessible. Would AVC benefit from a Compliance officer? Do we have data to show where the majority of the issues are or come from? 95% accessibility is required before a course can be reviewed by the POCR group. Currently there is no procedure in place for this. No one has been willing to make a decision on how this should be handled, there is no language currently that outlines what percentage is required or the course gets taken down, etc. or other possible requirements? There needs to be consequences, but guidelines need to be in place first. To be discussed at the next meeting in the Spring semester.</p> <p>C. Regular and Substantive Interaction</p>
VII. Action Items	A. 4:06 pm
VIII. Adjournment	
NEXT MEETING: 11/28	Fall Meeting dates 9/12, 9/26, 10/10, 10/24, 11/14 , 11/28