



ANTELOPE
VALLEY
COLLEGE

Distance Education and Technology Committee Agenda		Tuesday, January 26th , 2021 3:00 p.m.- 4:00 p.m., Zoom Link
Type of Meeting: Regular Please Review/Bring: Agenda Packet		
Perry Jehlicka, Faculty Co-chair Greg Bormann, VPAA Designee VACANT – ADMIN Council – Dean Alex Parisky, ITS Management Mike Wilmes, Learning Management Media Specialist (Ex-Officio) Ken Sawicki, ITS Alternative Media Specialist Greg Krynen, IMC Representative Dr. Scott Lee, AP&P John Toth, Faculty Union Sheri Langaman, Classified Union May Sanicolas, Counseling Jim Bowen, Career Tech Ed Ken Lee, Rhetoric & Literacy Dr. Ariel Tumbaga, Arts & Humanities Dr. Scott Lee, Library Mary Jacobs, Health & Safety Sciences Ken Shahla, Math, Science & Engineering Kimberly Barker, Social & Behavioral Sciences Barry Green, Kinesiology & Athletics Dr. Rona Brynin, Senator At-Large Dr. Ed Beyer, Senator At-Large Oscar Sanchez, ASO Representative		
Items	Action	
I. Call to Order		
II. Approval of Agenda		
III. Opening Comments from Co-chairs		
IV. Open Comments from the Public		
V. Approval of Minutes	A. November 10th, 2020 DETC Minutes (attachment)	
VI. Discussion Items	A. POCR Update (Norming Meeting) – Perry Jehlicka B. AVC Online Update – Perry Jehlicka/Alex Parisky C. Faculty Training – Perry Jehlicka/ Alex Parisky D. Presentation – Honorlock – Online Proctoring	
VII. Action Items		
VIII. Adjournment		
NEXT MEETING:		
2/9/21		



Distance Education and Technology Committee Minutes

Tuesday, January 26th , 2021
3:00 p.m.- 4:00 p.m., [Zoom Link](#)

Type of Meeting: Regular
 Please Review/Bring: Agenda Packet

- Perry Jehlicka, Faculty Co-chair
- Greg Bormann, VPAA Designee
- VACANT – ADMIN Council – Dean
- Alex Parisky, ITS Management
- Mike Wilmes, Learning Management Media Specialist (Ex-Officio)
- Ken Sawicki, ITS Alternative Media Specialist
- Greg Krynen, IMC Representative
- Dr. Scott Lee, AP&P
- John Toth, Faculty Union
- Sheri Langaman, Classified Union - *ABSENT*
- May Sanicolas, Counseling
- Jim Bowen, Career Tech Ed
- Ken Lee, Rhetoric & Literacy
- Dr. Ariel Tumbaga, Arts & Humanities
- Dr. Scott Lee, Library
- Mary Jacobs, Health & Safety Sciences
- Ken Shahla, Math, Science & Engineering
- Kimberly Barker, Social & Behavioral Sciences
- Barry Green, Kinesiology & Athletics
- Dr. Rona Brynin, Senator At-Large
- Dr. Ed Beyer, Senator At-Large
- Oscar Sanchez, ASO Representative

Items	Action
I. Call to Order	3:02 pm
II. Approval of Agenda	Approved.
III. Opening Comments from Co-chairs	Perry introduced Isabelle Saber, the new VPAA, and introduced Honorlock. Perry mentioned waiting to hear back from the Senate on the training statement.
IV. Open Comments from the Public	None
V. Approval of Minutes	A. November 10th, 2020 DETC Minutes (attachment) - Approved



<p>VI. Discussion Items</p>	<p>A. POCR Update (Norming Meeting) – Perry Jehlicka - Perry covered the POCR update, there was a POCR norming meeting in Dec. Normal discussion, many of the schools are dealing with similar issues as we have discussed most related to COVID remote learning. We have 3 faculty that submitted their course for Local POCR review, this process has started, and he believes we will be able to apply to become a certified local POCR campus by the end of the spring term.</p> <p>B. AVC Online Update – Perry Jehlicka/Alex Parisky - This is a work in progress that we need to get up asap. Perry had a conversation with CVC and they are working on a canvas training shell. We are hoping to include that in our AVC online redesign. Their canvas modules are training tools for both faculty and staff.</p> <p>C. Faculty Training – Perry Jehlicka/ Alex Parisky - The fall training went well, there is a plan to do spring training as well. Alex is planning that out now.</p> <p>D. Presentation – Honorlock – Online Proctoring - Estelita Young presented Honorlock which is a proctoring service for a Distance education class. Honorlock works really well with canvas and gives the instructor control over which features they want to use. She showed how the system works from a student's point of view, and went through all of the different settings that honor lock offers She mentioned that they have never lost a higher ed contract for their proctoring service. There were questions asked about the system during the presentation. Mary mentioned that Proctorio has not been the smoothest program for nursing students. Rona asked about being able to adjust individual students' test times based on the needs of the students and honor is able to accommodate that. Perry mentioned at the end of the presentation that we would make this a discussion item for the next meeting to discuss. The college is at the end of its contract with Procotrio and so this becomes a big item with distance education classes.</p>
<p>VII. Action Items</p>	<p>None</p>
<p>VIII. Adjournment</p>	<p>4:05 pm</p>
<p>NEXT MEETING: 2/9/21</p>	



**Distance Education and Technology Committee
Agenda**

**Tuesday, November 10th ,
2020
3:00 p.m.- 4:00 p.m., [Zoom
Link](#)**

Type of Meeting: Regular
Please Review/Bring: Agenda Packet

- Perry Jehlicka, Faculty Co-chair (P)
- Greg Bormann, VPAA Designee (P)
- VACANT – ADMIN Council – Dean
- Alex Parisky, ITS Management (P)
- Mike Wilmes, Learning Management Media Specialist (Ex-Officio) ABSENT
- Ken Sawicki, ITS Alternative Media Specialist ABSENT
- Greg Krynen, IMC Representative (P)
- Dr. Scott Lee, AP&P ABSENT
- John Toth, Faculty Union (P)
- Sheri Langaman, Classified Union (P)
- May Sanicolas, Counseling (P)
- Jim Bowen, Career Tech Ed (P)
- Ken Lee, Rhetoric & Literacy (P)
- Dr. Ariel Tumbaga, Arts & Humanities (P)
- Dr. Scott Lee, Library ABSENT
- Mary Jacobs, Health & Safety Sciences (P)
- Ken Shahla, Math, Science & Engineering ABSENT
- Kimberly Barker, Social & Behavioral Sciences (P)
- Barry Green, Kinesiology & Athletics (P)
- Dr. Rona Brynin, Senator At-Large (P)
- Dr. Ed Beyer, Senator At-Large (P)
- Oscar Sanchez, ASO Representative (P)

Items	Action
I. Call to Order	3:04 pm
II. Approval of Agenda	Approved - unanimous
III. Opening Comments from Co-chairs	Perry - The CDC is updating the things offered to faculty, resources, updated class lists of the @one training. When he gets it, he'll send it to everyone. He will hopefully receive it this week. Scheduled to meet on 11/24, week of Thanksgiving. Do all members want to meet? He will ask again at the end of the meeting. Dean Bormann suggested we wait to see what the Senate says before we decide to meet again before Thanksgiving.
IV. Open Comments from the Public	None.



<p>V. Approval of Minutes</p>	<p>A. October 27th, 2020 DETC Minutes (attachment) - approved, 2 abstentions</p>
<p>VI. Discussion Items</p>	<p>A. POCR Update – Perry Jehlicka: getting ready for the next meeting, asking for agenda items. Not all of our POCR group members are on the mailing list, Perry will send info to them. To answer questions about POCR. Our POCR group needs to schedule another meeting to build a plan and reach out to faculty willing to have their classes reviewed. We should have 4-5 classes submitted for this first run, but we only need 3. Does Friday afternoon still work for everyone to meet? 3:15 pm.</p> <p>B. AVC Online Update – Perry Jehlicka/Alex Parisky: Dr. Beyer and Perry are working on a shell and build it into the Google doc for the web designer to use. This will be up as soon as possible, as it could potentially help our faculty and students a great deal.</p> <p>C. Faculty Training – Perry Jehlicka/ Alex Parisky: It’s all going good for now, they’ve been getting good sized groups.</p> <p>D. Revision of Training Statement for Senate: The Senate wants more detail and a combo of option 1 & 2 for faculty. They would like it back for their next meeting and discuss it further. Re-wording the requirements was discussed. The Senate is leaning on the DETC for recommendations, all inquiries should come through DETC.</p> <p>Would any training be accepted, even if it’s not Canvas based? May need to be specific on which trainings will be accepted, if outside of AVC. Would Blackboard training be accepted? It shouldn’t be, as it no longer applies to what AVC does. Kim - could we go online and find a list of 5-6 options that we would accept that faculty could choose from to give them the feeling of options? Dr. Beyer - I don’t think it should be our responsibility to find the trainings for them. We should have the faculty come to us and ask if XX training will work. Then DETC can go look it up and decide how to recommend to the Senate.</p> <p>Perry - Van Rider had thought maybe DETC could come up with a form to give to faculty so they can tell if XX training will be accepted? That’s something we could give them later on in the process. Canvas is very different from other platforms, so it should be Canvas specific. Kim - maybe list suggested online training options for faculty on their website? Perry - the easiest place for them to go, if working at AVC, is the AVC training. Ken Lee - Are we looking for some kind of equivalency? Perry - We want to give faculty options, if they don’t want to do @one or AVC’s training. Greg Krynen - if you’re proficient in Blackboard, Canvas should be easy to figure out and understand. Perry - as far as an instructor building a course, it’s very different. Dr. Tumbaga - Are we contractually obligated to use Canvas? Perry - Yes. As long as they are good at teaching online, why should where they got training matter?</p> <p>Wording and redundancies were discussed in the Training statement. Keeping it aligned with the contract wording is very important, but we don’t want any loopholes and we want it to be very clear. This can’t be seen as a requirement, but should be strongly recommended. Lots of people should be excited about this and should want</p>



	<p>to improve. We've had lots of excitement and interest so far. Idea that "for those that want to go further, take your course to the PO CR group."</p> <p>Next section talks about PO CR reviewers and explains their training and qualifications. Dr. Beyer - the PO CR team is not in a position to approve. Only to provide feedback and recommendations to changes of the course design.</p> <p>The flowchart and rubric was also discussed. These were approved a few years ago. No further discussion is needed.</p>
VII. Action Items	A. Revised Recommended Training to Faculty Senate: approved, unanimous.
VIII. Adjournment	4:19 pm
NEXT MEETING: 11/24/2020	