



ANTELOPE
VALLEY
COLLEGE

Distance Education and Technology Committee Agenda	Tuesday, March 23rd , 2021 3:00 p.m.- 4:00 p.m., Zoom Link
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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. February, 23 th 2021 DETC Minutes (attachment)
VI. Discussion Items	A. Presentation by Eesysoft – Joe Stafford B. Local POCR Review Process Update – Perry Jehlicka C. AVC Online Update – Perry Jehlicka/Alex Parisky D. Update on Faculty Training – Perry Jehlicka/ Alex Parisky E. Proctoring Service Recommendation – Perry Jehlicka/Alex Parisky F. Student Orientation Video – Perry Jehlicka
VII. Action Items	
VIII. Adjournment	
NEXT MEETING: 4/13/21	



Distance Education and Technology Committee Minutes	Tuesday, March 23rd , 2021 3:00 p.m.- 4:00 p.m., Zoom Link
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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 P
- Greg Krynen, IMC Representative P
- Dr. Scott Lee, AP&P P
- 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 P
- Mary Jacobs, Health & Safety Sciences P
- Ken Shahla, Math, Science & Engineering P
- Kimberly Barker, Social & Behavioral Sciences P
- Barry Green, Kinesiology & Athletics *ABSENT*
- Dr. Rona Brynin, Senator At-Large *ABSENT*
- Dr. Ed Beyer, Senator At-Large P
- Oscar Sanchez, ASO Representative P

Items	Action
I. Call to Order	3:00 pm
II. Approval of Agenda	Approved - unanimous
III. Opening Comments from Co-chairs	Perry - just a reminder, registration is still open for the virtual conference. Early bird registration is coming to an end. Make sure you let your Dean know if you'd like to continue serving on this committee, if your term is coming to an end. Dean Bormann -
IV. Open Comments from the Public	None
V. Approval of Minutes	A. February, 23 th 2021 DETC Minutes (attachment) - Approved, unanimous



<p>VI. Discussion Items</p>	<p>A. Presentation by Eesysoft – Joe Stafford - Edtech adoption platform, wanted to show live examples. Try to help max your investment. Can send targeted messages to any group through Canvas. Dr. Beyer - who can send these messages? Joe - system admin can send them. Support center won't be inundated by these messages. Help messages inside classes as well for students. Analytics for participation in classes, can send messages to Active and Non-active users/students to help them, remind them, etc. System admin can place these messages. Over 100 out of the box messages, videos, articles, etc. for students. They don't have to search for it, it's right at their fingertips. Gives them the power to search and figure it out for themselves. But they can call/reach out to support. Support routing can see what browser the student is using, what quiz/work they're having issues with, etc. Links with Zoom too.</p> <p>All data is collected through "click data". Dr Beyer - thinks faculty should have access to this analytic data on individual classes. Joe - will be rolling that function out later this year. John T - is there any data that suggests that Eesysoft improves student retention or closes equity gaps? Joe - we don't have that data right now. Dean Bormann - can it be faculty getting this info, or only system admin? Joe - right now, only system admin. Faculty can run some reports. This software is very customizable, can integrate lots of other programs - Google Drive, Zoom, etc. You can also dive into the support reports to see where the most questions are coming from. Dean Bormann - is this customizable? Joe - yes, you can create custom reports to send to faculty.</p> <p>Any comments? Alex - let's let people think about it, and bring it back up in the next meeting.</p> <p>B. Local POCR Review Process Update – Perry Jehlicka - Really good meeting last week, huge emphasis now on accessibility and that it's done correctly. Some discussions that have come up on campus, the issues we discuss are going on at many other schools. Any questions? We may need to find another faculty member or 2 on campus that wants to be a part of POCR. It's free, it's not training for course design or distance ed, just training to be a reviewer. Dr Tumbaga - what is the "carrot" for the faculty to join this? Perry - there isn't one right now, but it's being looked into. Dr Beyer - the group is discovering now what's involved and what a good "carrot" could be. This could take time to get these courses submitted. Even after submission, they may need to make</p>
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changes later. Probably won't be approved after only the first submission. Reviewers could be Adjunct or Full time, shouldn't make a difference.

- C. [AVC Online Update](#) – Perry Jehlicka/Alex Parisky - Few new updates, can we get the webmaster involved to start putting this info up? Alex - I think there's enough to start working with the webmaster now. Alex will CC Perry and reach out. Dr Beyer had one minor change to layout. We had definitions in there for each type of class, but some emails sent to all faculty have had different definitions. Would AP&P have those definitions? Dr Lee - Yes, thought they were sent to you? Perry - Yes, but I'm still seeing different definitions floating around.
- D. Update on Faculty Training – Perry Jehlicka/ Alex Parisky - Started a new training on Friday, so far very good. Alex - have about 55 participants this time. Numbers are going up. Mostly faculty, some administrators. Dr Beyer - is there a plan that will support adjuncts? Alex - yes, we will try to offer more flexibility during Summer, maybe on weekends? Perry - we got some info from @One on how to do this asynchronously too. Ken L - if a faculty member has taken 2 @One courses, where would they fit in with the AVC structure? Perry - they would have to have completed all 4 courses. Ken L - could I take 3 and 4 at AVC? Perry - Dr Beyer and I have been talking about this. You don't want to force anyone. Dr Beyer - you should have confirmation that you've taken the first 2 courses, and we need to make sure faculty can jump into AVC training to finish.
- E. Proctoring Service Recommendation – Perry Jehlicka/Alex Parisky - Alex was going to reach out to other vendors. Alex - not going to be much difference between most proctoring programs. There are 5 major players that are all offering basically the same functions. Dr Beyer - what's the minimum contract time? Alex - 1 year. Dr Beyer - let's just sign up for one and then reevaluate later on. Alex - emergency situation, the needs of the areas that are using this should be considered. Perry - HonorLock was very well received by the majority of this committee. We need to train the faculty on how to use it, and train them on all features for the classes. Mary - Yes, HonorLock was the one. I agree. Dr Beyer - let's add this to the next agenda as an action item and move forward with our suggestion. Perry - Yes, I agree.
- F. [Student Orientation Video](#) – Perry Jehlicka - This could be something we can add to our online site. This would be orientation to canvas, as a class project. Done within the next week or so for us to view. Isabelle agrees that this could be very beneficial to our students. They should be available by the next



	<p>meeting. This should be a great addition to our DETC online website. Ariel - it looked good, esp since it was created by students. Kim - in a meeting with Dr Z, would it be possible to create a tab in Canvas shells for student services/student life? A recurring tab in all classes. Alex - Yes, we can do that. Even in the f2f classes, almost all instructors are now using Canvas, so it should be easily available to all students. Perry - who would control that or set it up? Greg K - A link in the left hand menu? Dr Beyer - Yes. But Student Life would have to commit to keeping up with their website. Alex - Kim, please ask SL to reach out to ITS/IMC. Kim - Yes, I will. Thanks!</p>
VII. Action Items	Will add HonorLock to the next meeting.
VIII. Adjournment	<u>3:56 pm</u>
NEXT MEETING: 4/13/21	