NORCO COLLEGE **NCO** norco college online

Distance Education Committee
Meeting Agenda

3/17/21 3-5 pm via Zoom – link and details are at the end of this document

Committee Focus and Presenter	Minutes	
Welcome Approve Minutes from last meeting 2/24/21 **Moved by** **Seconded by**	**Committee Members**	**Present (P)** **Not Present (NP)**
	Matt Allen	NP
	Michael Bobo	NP
	DJ Bouzidi	NP
	Sarah Burnett (co-chair)	P
	Elisa Chung	P
	Araceli Covarrubias	P
	Vivian Harris	P
	Marissa Iliscupidez	P
	Bibiana Lopez	P
	Barbara May	NP
	Farshid Mirzaei	P
	Damon Nance (co-chair)	P
	Sandra Popiden	P
	Jesus Reyes	NP
	Mitzi Sloniger	NP

Committee Focus and Presenter	Minutes	
	Walter Stevens	P
	Dana White	P
	New Member	
	Maria Jurado	NP
	Visitors	
	Torria Davis	P
	DJ Hawkins	P
Sarah Share Out		
Revision to IOI document Update on the process and progress https://docs.google.com/document/d/1rX_QOVDm_P78C4XHgtlx-aXwEIMVt-2UPlWUGy2Z1RE/edit?usp=sharing	Provided overview of current format of document. Asked for preference for layout. 50/50 split between the formats of notation underneath each element vs. feedback at the end of a Key Indicator. Ultimately if faculty want to comment on each element they can still do this in the 2nd format. Added the Unsatisfactory category also. Concerns over the timing of rolling this new form out to make sure faculty have enough time to become aware of the change, given time to make changes to courses as needed, and to train faculty doing IOI in the form and expectations.	
DE DEN – getting it open/working for NC faculty Deciding on how to use this resource	Shared the MVC DEN and gained permission to modify it to meet the needs of NC – remove any aspect that includes the Side Kicks or support aspect that exists in the current MVC version – we don't have the bandwidth to handle providing this kind of support right now.	

Committee Focus and Presenter	Minutes
Overview of **@ One POCR** Training Where do we start forming our own POCR Team…completing the course	Encouraged each member to look at the POCR training and decide if they want to take it this summer so we can work out how many need a special project.
Torria Time	
Certification and Content - What should be the certification requirements for teaching fully online or hybrid courses? What should the content of the certification include?	Thanked the group for the work we do as faculty in DE. ☺ AP2105 approved in Chancellor's cabinet this last week – includes the requirement for certification process to teach online; complete DE On-line Certification Courses; course design and teaching in LMS. Certain faculty need to complete the new certification process by fall 2021 – Course Design Camp or 2@ONE courses; Intro and Culturally Competent Teaching. Have previously certified faculty grandfathered in. It will impact new faculty going forward and any faculty that did not complete Canvas Academy prior to Spring 2021. DEC will have input on identifying these processes Q. How do we support faculty in certification? What concerns? • Waiver process needs to be created for faculty coming to work for us that have been teaching online and completed certification elsewhere – need a recommendation to create this proces • Pay part time faculty to complete it. • Make sure new faculty gain early access to prep their courses in plenty of time for the course starting.

Committee Focus and Presenter	Minutes
	• Create an articulation process from other local CCC's so faculty don't have to retake when they have already received certification elsewhere. • Have hiring process indicate the requirement to be certified. • Identify as a holistic FLEX approval across the college Q. Content of certification? Pilot Boot Camp went well, data is being collected right now to review how teachers Questions/Concerns/Resolutions • Onboarding – incorporate into the hiring process the need for certification • Pathways for certification as faculty are teaching; waivers for experience from another college
Discussion Items	Should we continue the DEC in fully on-line in fall and indefinitely – absolutely yes, we are more productive
For next meeting on 4/21 3-5pm	• What permissions should be assigned to Canvas user roles, particularly in IOI? • Content of the accreditation process – Review of Canvas Camp to see if it meets the needs for accreditation • POCR for local Review Team • Technology interests survey data review – prioritizing • Certification process on-going conversation • Accessibility – how best to utilize the newly hired Accessibility manager • Think about how to authorize FLEX activities where faculty are watching a recorded training vs. attending live.

ZOOM DETAILS

Hi there,

Sarah Burnett is inviting you to a scheduled Zoom meeting.

Topic: Distance Education Committee Meeting

Time: Mar 17, 2021 03:00 PM Pacific Time (US and Canada)

   Every month on the Third Wed, until May 19, 2021, 3 occurrence(s)

   Mar 17, 2021 03:00 PM

   Apr 21, 2021 03:00 PM

   May 19, 2021 03:00 PM

   Please download and import the following iCalendar (.ics) files to your calendar system.

   Monthly:
https://cccconfer.zoom.us/meeting/tJUucuCspj8pHtYJAam3z3ggK4GKbJwwTHvi/ics?icsToken=98tyKuCprT4jHtyRsx2FRowcA4_4Xejxi Clegrdktj7kDnNJMQTxHbZlGbBVB8_k

Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/91359484342?pwd=VlVoZzg0bDJ4QVJhZGV6QVlZSFQ4dz09

   Password: 858400

Or iPhone one-tap (US Toll): +16699006833,91359484342# or +12532158782,91359484342#

Or Telephone:

Dial:

+1 669 900 6833 (US Toll)

+1 253 215 8782 (US Toll)

+1 346 248 7799 (US Toll)

+1 646 876 9923 (US Toll)

+1 301 715 8592 (US Toll)

+1 312 626 6799 (US Toll)

Meeting ID: 913 5948 4342

International numbers available: https://cccconfer.zoom.us/u/acYwuDmW3r

Or Skype for Business (Lync):

SIP:91359484342.858400@lync.zoom.us