

Distance Education Committee Minutes

Linda Alexander,
AFT Representative

Date: May 19, 2020
Time: 9:00 a.m. - 10:39 a.m.
Location: Virtual Meeting (ConferZoom)

Nancy Brambila,
Academic Senate
Representative

Eric Ichon, Ana Figueroa (co-chairing) Linda Alexander, Nancy Brambila, Ryan Edwards, DeAnna Gossett, Sandra Ruiz, Alice Taylor

Ryan Edwards,
Academic Senate
Representative

Guest: Anthony Cuomo

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Faculty Co-Chair

DeAnna Gossett,
Academic Senate
Representative

Eric Ichon,
Administrative
Co-Chair

Sandra Ruiz,
AFT Representative

Ken Taira,
AFT Representative

Alice Taylor,
AFT Representative

- 1. DE Faculty Coordinator Position** E. Ichon reported: The DE training taskforce led by Deborah Harrington is coordinating Canvas training. The District now requires Canvas and pedagogy training, and will support 2.0 coordinators per campus. The position is temporary. If Eric is 1, West should hire 1 or 2 ISAs. The Committee considered what would be useful and agreed the job should include working with peer review of online courses, help with development of online curriculum, and it should be open to adjuncts. We noted that West does not have an accessibility specialist, needed especially to help faculty. It was not determined whether we wanted qualifications, or things the successful candidate would have to learn to do once hired? Next step is passing our recommendations to the VP of Academic Affairs, and to the Academic Senate as information item.
- 2. DE Addenda** D. Gossett reported: The Academic Senate rejected our request for a .2 position to review DE Addenda. The Curriculum Committee wanted it under their purview, and it was agreed that the Curriculum Committee would be responsible for reviewing and approving the DE Addenda. The Curriculum Committee will ask that by end of fall semester all classes that have gone remote have DE Addenda. Academic Affairs submitted blanket batch DE addenda when we went remote, and though we are still using remote learning as an emergency

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status, we still need addenda for all courses. 300 DE addenda will need to be done. This is a heavy lift for many disciplines, e.g. Math. In the fall, we switch to the new curriculum system under eLumin; it includes a DE Addendum form that will be the only one we use from then on. E Ichon distributed this form to the DEC, and the District Curriculum Committee approved it earlier this month. Existing DE addenda do not need to be redone, but someone must input their info into eLumin. Our new DE position should not be doing that work.

3. **DE Certification Requirements** E. Ichon reported: The District has institutes minimum training requirements (Intro Canvas; Online Pedagogy; and something about course design), which will apply to West. Grandfathered in are anyone who was teaching online 2019-2020. People will get badges showing this. West has more than 900 badges, heading to go over 1000. The certification will be added to the Distance Learning Office's list of certified instructors, and noted on Academic Affairs' seniority lists.

4. **Canvas Apps Feedback**

PlayPosit S. Ruiz reported: This is a program where you can select a video and embed quiz questions in the video. It has problems. The score is hard to get into the Canvas Gradebook. You can add a YouTube video, but you have to download it and upload it to your account. It is hard to integrate into Canvas; it seems want to get students into their own site. Odd vocabulary suited for K-12. Videos available were not useful.

Go React A. Cuomo reported: This is made for classes with a speaking component. It's for grading videos. Students record their video. Comments are time stamped. It can be embedded in Canvas but it's not clear whether it uses

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Canvas Gradebook. If the college doesn't have a license, students have to pay for it, but perhaps if the college has a license, they would not have to. We are used to Zoom and unlisted YouTube videos; this seems like too much, though some instructors might use it. Go React is designed to integrate with LMS, and has good instructions. S. Ruiz did not find it user friendly

EdPuzzle A. Figueroa reported: It is free, with its own website where you can add questions to videos that are on its site. When you create a video assignment in the free account, everyone can see it. Upgrade for a cost to keep your work private. EdPuzzle hard to integrate into Canvas, with a calendar glitch, and a difficult sign-in involving email checks. It does integrate with Speedgrader.

Pronto A. Coumo reported: Pronto is more reliable than conferences and more user friendly than Zoom. But we have Chat and Messages. So is it worth while learning a new platform? Is this something we will only use during the Remote period? It's not integrated with SpeedGrader. But it doesn't get deleted like Big Blue Button did. If we are buying software, we might do better with something that focuses on accessibility. L. Alexander warned that some faculty may be resistant to new software.

There will be a demo of Pronto for the DEC on Thursday, May 21, at 10 via Zoom., and the host will send invites to DEC.

5. **POCR Meeting Summary** A. Figueroa reported: She met with R. Edwards, D. Gossett, and S. Ruiz to discuss next steps. Another meeting is planned in June and one today on aligning one's course to the OEI rubric.

6. **Minutes from April 14, 2020 DE Committee Meeting** Approved with minor edit.
7. **Meeting Schedule 2020-2021.** A. Figueroa suggested keeping this time. She offered to gather preferences by email.
8. Adjourned at 10:39.

Respectfully submitted,
Alice Taylor

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