DISTANCE EDUCATION AND INSTRUCTIONAL TECHNOLOGIES COMMITTEE
Wednesday, December 02, 2015, 1:45 p.m. - 3:00 p.m.
Service Learning Program Conference Room (Lower Level, LLC Bldg.)

MINUTES

Attendees: Mike Cooperman (Area 1 and DEITC Chair); Amy Sirott (At Large); George Ogar (Area 3); Yvonne Grigg (At Large); Lena Baltakian (At Large); Clay Gediman (Library); Wendy Bass (DE); Cristina Rodriguez (Counseling); Mario Macias (guest).

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<th>No.</th>
<th>Item</th>
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<td>1</td>
<td>Call to Order—The meeting was called to order by Michael Cooperman.</td>
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<td>2</td>
<td>Approval of Agenda—The agenda was approved by acclamation with no changes.</td>
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<td>3</td>
<td>Approval of 11/04/15 Minutes—The minutes were approved by acclamation with no changes.</td>
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<td>4</td>
<td>Public Commentary (2 minutes on topics pertinent to the agenda). There was no public commentary.</td>
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| 5   | Discussion - Welcome new member Lila Snow (Area 2)  
M. Cooperman welcomed new member Lila Snow (Area 2) to replace Pam Brown. |
| 6   | Discussion - Current status of Distance Education at Pierce  
Amari Williams, Assistant Research Analyst from the office of Research & Planning attended the meeting to respond to requests for data from DEITC during the November meeting. The results from his 2014-2015 data presentations are as follows: |
  - We can not grow Distance Education until the Substantive Change is approved by the ACCJC. Until that time, no new DE classes will be offered.  
  - The data trend suggests that we have grown our DE course offerings each year consistent with the Strategic Master Plan (SMP)  
  - 70% of our online students live within a roughly 20 mile radius  
  - 30% of our online students are in other areas of California  
  - Generally, success rates are not as high for our DE students vs. our face-to-face students, however, individual disciplines such as Business, Psychology, Computer Science, Economics, and Geography have shown higher success rates for online students  
  - Generally, retention rates seem to be higher for online sections of Criminal Justice, Art, Computer Science, Economics, Geography and Philosophy vs. face-to-face versions of the same courses.  
  - W. Bass presented data from 2015 that showed a fill rate for the first day of class of 98% for online courses, and a 98% fill rate after census.  
  - There is not an available master list of all approved DE courses, and one would need to go through ECD to check for approved DE courses. |
Discussion – Certification of faculty to teach online
M. Cooperman led a discussion about the process by which faculty are re-certified to teach distance education classes at Pierce College. DEITC approved having all distance education and hybrid faculty become re-certified to teach online before they can teach with the new Canvas LMS at the 06/10/15 DEITC meeting. Specifically, DEITC approved the following language “All online and hybrid instructors are required to go through @one canvas training which will count as recertification that is required to continue teaching online. Prioritization for the @one trainings will be for online and hybrid trainings.” This was also taken to, and passed as a motion at senate. However, there were questions regarding the best way to assess how faculty should “demonstrate proficiency” as described in Article 40: Distance Learning of the contract, and the current way that faculty are assessed. Faculty currently need to attend a two-week face-to-face training through PierceOnline, however, several committee members felt that an alternate way to demonstrate proficiency was necessary, and the question was also raised regarding the language of the motion passed by DEITC and ratified by senate. DEITC members felt the motion conflicts with language in the contract. Unfortunately, AFT Chapter President Fernando Oleas did not attend the meeting to help clarify the contract. DEITC passed a motion to Explore the possibility of using a rubric to assess the proficiency of faculty to teach with the LMS as an alternate to taking a formal structured class.

Voting if favor of the motion = George Ogar, Michael Cooperman, Amy Sirott, Yvonne Grigg, Voting no = Clay Gediman, Wendy Bass, Cristina Rodriguez

Discussion - Smart classroom task force update
W. Bass did not have an update.

Discussion - Canvas transition update
W. Bass did not have an update.

Discussion - Canvas training update
W. Bass did not have an update.

Discussion - Distance Education faculty sick time
Y. Grigg expressed based on her experience teaching online that Human Resources is not up-to-date with their policies regarding sick leave and online teaching. If you teach online but cannot make it to campus (and you needed to be on campus for some reason), you must take a full-day sick leave. She suggested that policies need to be created regarding online teachers and their sick leave. M. Cooperman said that he would invite an AFT representative to the next meeting to help provide clarity
11 **Adjournment**

The DEITC meets monthly on the first Wednesday from 1:45 p.m. to 2:45 p.m. in the Service Learning Program Conference Room (Lower Level, LLC Bldg.)
Please visit the DEITC website for announcements, agendas, and minutes:
http://pshare.piercecollege.edu/committees/senate/edtech/layouts/15/start.aspx#/SitePages/Home.aspx