# DE Advisory Group Summary

Time: 10:30am to 11:30am

09/21/2023

Location: In Person, L 112-1 (Nealley Library)

Members: Jaki King, Lance Lockwood, Merari Weber, Donna Khalid, Heather Arazi, and Crystal Jenkins

Guests: Marvin Gabut

Meeting began at 10:32am

**Welcome**

100 Quality Reviewed courses and first SCE quality reviewed course! Giant effort on faculty and staff’s part.

Jaki asked to give updates first before going into a discussion about recertification and the newest paper from ASCCC. Group agreed.

* **DE Addendum: Update of Language**
	+ A ticket was put into CurriQunet to update the DE Addendum language from “Regular Effective Contact” to the new state’s approved contact language, “Regular and Substantive Interaction.” This change should occur at some point this semester but shouldn’t affect any curriculum quadrennials. Jaki just asks that going forward we attempt to update our own internal language to represent RSI instead of REC.
* **Meta and Canvas integration**
	+ Jaki gave an overview of how Meta (CurriQunet) will be integrating SLO’s with Canvas. There is no required action on faculty’s part. Essentially this will remove one step, as faculty will no longer have to enter manually SLO’s into Canvas. They will now be able to add or attach an SLO to a Canvas Rubric. The question that CIC has regarding this functionality is whether or not to allow individual faculty to edit their SLO’s within Canvas. Jaki’s recommendation is, “No” as any changes to course level SLO’s should happen within Meta. Faculty can still create unit level outcomes to their course. Will bring up with the group again at our next meeting to get a consensus and will report back to CIC.
* **POCR, “Quality-Reviewed” Norming Sessions**
	+ Jaki will be conducting 3 POCR local norming sessions on the following dates. They will be necessary for all our active POCR Reviewers as we have not had a local norming session since 2019.
		- Thursday, September 28th 1pm to 2:30pm over zoom
			* Will discuss Section D and part of Section C
		- Thursday, October 5th 10am to 11:30am over zoom
			* Will discuss the rest of section C and Section B
		- Monday, October 23rd 11am to 12:30pm in person, L112-1
			* Will discuss Section A
* **Recertification/Maintenance.**
	+ The group took the rest of the meeting to discuss the possibilities of recertification of online teaching training. It was decided that we would start a shared document to brainstorm activities, PD session topics, and methods for ensuring alignment and quality online teaching going forward. We also discussed using the terminology “Maintenance” instead of “Recertification” see email from El Camino below:
		- "Here at El Camino we went with the easiest possible thing to get past Academic Senate in the middle of COVID. We require 10 hours of DE focused PD every 5 years, and that faculty go no more than 3 years without teaching in a DE format. If they don’t meet that very easy requirement, then they need to go through full recertification. We absolutely accept outside activities so that adjuncts don’t need to do DE PD just for us when they already have an equity PD requirement that they have to do and only a few hours (I think 3) that they can get compensation for. I offer a DE maintenance track in my certification course (which is mostly normed to the rubric). The course has 6 required and 6 optional weekly discussions, and if faculty participate fully in those discussions they will spend at least 10 hours in the course and as such can take care of their maintenance. The best thing about this is that the discussions between certification and maintenance seeking faculty have been rich, and I believe they’ve been much more valuable for certification seekers than they would otherwise be."
	+ Jaki also shared some data about SAC’s declining online success rates. Will share out the dashboard and data.
* **Tabled for next meeting:** At last week’s DE Coordinators meeting (with the state’s coordinators), an ASCCC Paper was presented which was drafted by the ASCCC Online Education Committee. I have linked it below along with the resolution. There have been many updates, additions, and changes with state language (contact and accessibility) as well as recommendations regarding:
	+ Student Basic Needs
	+ Mental Health
	+ Inclusion, Diversity, Equity, Anti-Racism, and Accessibility
	+ The roles of different committees in online education
	+ Evaluation and Design

[ASCCC Effective and Equitable Online Education: A Faculty Perspective](https://www.asccc.org/sites/default/files/2023-03/Effective%20and%20Equitable%20Online%20Education_Final_03_16_2023.pdf)

[Spring 2022: Faculty Responsibility for Equitable, Accessible Learning Environments](https://www.asccc.org/resolutions/faculty-responsibility-equitable-accessible-learning-environments)

Thank you all for your participation, it was a wonderful meeting.

Meeting was adjourned at 11:33am

DE Documents:

[DE Advisory Workgroup Agenda Parking Lot.docx](https://rsccd.sharepoint.com/%3Aw%3A/r/sites/DEAdvisoryGroup/Shared%20Documents/General/DE%20Advisory%20Group%20Mtg%20Agenda-Notes/DE%20Advisory%20Workgroup%20Agenda%20Parking%20Lot.docx?d=wabe6bcda96914adcb0349e4a07e35666&csf=1&web=1&e=qrWvTg)

**DE Addendum**

[DE Addendum Rubric FA23.docx](https://rsccd.sharepoint.com/%3Aw%3A/r/sites/DEAdvisoryGroup/Shared%20Documents/DE%20Addendum%20Reviews/DE%20Addendum%20Rubric%20FA23.docx?d=wea05642b9e8543c591098fa645ee3197&csf=1&web=1&e=X3FsBw) - for DE Addendum Reviewers to use

[DE Addendum Guidelines Final.docx](https://rsccd.sharepoint.com/%3Aw%3A/r/sites/DEAdvisoryGroup/Shared%20Documents/DE%20Addendum%20Reviews/DE%20Addendum%20Guidelines%20Final.docx?d=wee6857a4e02241d5a5838d67ec7d8a5f&csf=1&web=1&e=4jg4pn) - for Faculty to use while completing their curriculum DE Addendum

Next Meeting: September 27th at 10am over zoom