



MINUTES

College of Alameda Distance Education Committee
 Wednesday, December 15, 2021
 12:30pm – 1:30pm
 Location: Zoom

Members: Place X in box adjacent to name when present.

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|-------------------------------------|--------------------------------------|-------------------------------------|--|-------------------------------------|---------------------|
| <input checked="" type="checkbox"/> | Brielle Plump, DE Committee Co-Chair | <input checked="" type="checkbox"/> | Jennifer Fowler, DE Committee Co-Chair | <input checked="" type="checkbox"/> | Khalilah Beal-Uribe |
| <input checked="" type="checkbox"/> | Richard Kaeser | <input checked="" type="checkbox"/> | Nora Mitchell | <input checked="" type="checkbox"/> | Brielle Plump |
| <input checked="" type="checkbox"/> | Anthony Villegas | <input checked="" type="checkbox"/> | Robert Brem | | |

Guests: List full name below. Place X in box adjacent to name when present.

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| <input checked="" type="checkbox"/> | David Leitner | <input checked="" type="checkbox"/> | Khoi Tong | | |
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| AGENDA ITEM | DISCUSSION | FOLLOW UP ACTION |
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| 1. Call to Order/Approval of Agenda – (5 minutes) | Meeting called to order at 12:32PM. | Motion to approve the agenda. Moved by: Brem Seconded by: Fowler Motion Passed Unanimously |
| 2. District DE Updates – (5 minutes) | <ul style="list-style-type: none"> Honorlock contract will not be renewed for Spring due to low overall usage and student | |

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| | <p>concerns about privacy. District DE Committee to explore recommendations for a replacement product.</p> <ul style="list-style-type: none"> • OET running a Winter Intersession and Spring Semester training. Sign up here. • All 4 Peralta Colleges working on getting local POCR certification. | |
| 3. Action Items – (5 minutes) | | |
| A. Approve minutes from 11/17/21 | | <p>Motion to approve minutes from 11/17/21.</p> <p>Moved by: Villegas Seconded by: Brem Motion Passed Unanimously</p> |
| 4. Discussion Items – (40 Minutes) | | |
| A. Peer Online Course Review (POCR) Update | <ul style="list-style-type: none"> • Reminder of overall process and COA status. • The value of understanding the rubric vs. how necessary every item on is the rubric? | |
| B. Results from the online course attendance survey and next steps | <ul style="list-style-type: none"> • Campus is a mixed bag due to academic freedom. • How can we support faculty AND students? • Participation not attendance. • Professionalism, not participation! • TBD next semester. | |
| C. Goals for Spring 2022 | <ul style="list-style-type: none"> • Further discuss attendance policies • POCR | |
| 5. Announcements | | |
| a. Next Meeting | <ul style="list-style-type: none"> • The Online Teaching Conference will be held virtually and in-person June 29 -July 1, 2022in Long Beach, CA. Email Jennifer Fowler at jfowler@peralta.edu if you are interested in attending. We will try to leverage funding to see if | |

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| | <p>we can pay for any DE Committee members that want to go.</p> <ul style="list-style-type: none"> • Faculty interested in getting a course reviewed for POCR or becoming a POCR reviewer should fill out the POCR Interest Form. • Next DE Committee Meeting: Wednesday 2/16/22 from 12:30pm –1:30pm: Zoom Link • Next Community of Practice Meeting: Wednesday 2/2/22 from 12:30pm –1:30pm: Zoom Link | |
| 6. Adjournment | Meeting adjourned at 1:29PM | |

Abbreviations:

- ❖ COA – College of Alameda
- ❖ DE – Distance Education
- ❖ CVC-OEI – California Virtual Campus – Online Education Initiative
- ❖ POCR – Peer Online Course Review
- ❖ PCCD – Peralta Community College District
- ❖ AP – Administrative Procedure
- ❖ BP – Board Policy