Pierce College

Distance Education and Instructional Technology
Committee
Wednesday, December 5th, 2:15 p.m. - 3:30 p.m.
Pierce Online Conference Room
Minutes

Attendance: Shannon Rohrer, Amy Sirott, Heather Kokorowski, Wendy Bass Keer, Alejandro Morales, Clay Gediman, Susan Rhi-Kleinert, Yvonne Grigg

No.	Item	Presenter	Time	
1	**Call to Order**	Clay Gediman	1 min	
2	**Approval of 11/7/2018 Minutes**	Clay Gediman	1min	
3	**Approval of Agenda**	Clay Gediman	1min	
4	**Volunteer for Minutes** Heather Kokorowski	Clay Gediman	2 min	
5	**Public Commentary** (2 minutes on topics pertinent to the agenda) (Clay): VeriCite ends in June. May not get funded for future (~$40,000). ASO may be able to help pay for it, but instructors might have to change their instructional use of VeriCite (using it as a learning tool instead of as a punitive tool). - Wendy does not feel that we can ask ASO to fund it since we don't use it in an educational way to help the students. Instructors use it to check students' work. Committee members feel that VeriCite is a useful and necessary tool, but it is too expensive. Community colleges pay much more than other colleges to use the same tool. We need another option. Can this go to the district level?	Public	Varies	

6	**Discussion** (standing item) Guided Pathways No question sent out this month. From Academic Senate: Guided Pathways is YOU (faculty). ● How we schedule our classes must address student needs. Think about how any changes impact students. Students should have more than one option to pursue their academic interests. ● Counseling plays a key role in directing students. Are counselors getting the support they need to assume this role? Committee members feel that they are probably not. ● Shannon: Maybe we can talk to Robin Sawyer (a counselor on our committee) about having a point of contact in each department to act as a liaison between counselors and classes/programs to keep our students informed and updated? ● Wendy: Students want to take DE courses. It is important that they take classes that make sense for their major and transfer/academic path. They can't easily do this now because they don't have a pathway. ● Susan: We are looking to the Bakersfield model: have impeccable, interactive pathways mapped out online that we should model our pathways after. ● Clay: start at the discipline level. Should have on each department webpage. How do we get started? Each department should put up each major, and what classes are needed to pursue	Clay (and anyone else)	10 min	

	that major. Most colleges do this. The question is, whose responsibility is this? ● Yvonne: We need to identify small barriers that are impeding students, and fix them. We need to take a step back and identify barriers. Why are students dropping our classes or not succeeding? Plan: DE suggests barrier of finding information online (ease and accessibility). Clay will send an email to Liz (Guided Pathways coordinator).			
7	**Discussion** (standing item) Discussion of DE Data Ex. English 101: online success and retention much lower than face-to-face classes Success: Goal 66%; Online 47.4%, Face-to-face 66% Retention: Goal 83%; Online 68.5%; Face-to-face 83% Why such low numbers? English is a skill-based class. Not conceptual/memorization. How do we overcome this gap? *Motion to extend Meeting: Approved*	Clay/Wendy	10 min	
7	**Discussion** Embedded Librarian Clay will be embedded in Wendy's online spring class to pilot the program in an online setting. Will be pushed out to other faculty in the fall. Finding resources and conducting research. Will include live sessions with ConferZoom.	Wendy	5 min	
8	**Action Item** Charter and Handbook Review - Cycle of Review	Bob, Clay, Wendy	10 min	

	Establish cycle of review for our charter and handbook. Proposed: Every three years Approved			
9	**Discussion** Charter and Handbook - Other changes	Bob, Clay, Wendy	10 min	
10	**Discussion** From union (Brian): DE instructors only need to meet requirements at any LACC campus to be able to teach online here. This is a huge concern, because we have higher standards. Even if they meet minimum requirements, departments can demand greater academic rigor. But how to enforce this?	Wendy		
11	**Adjournment –** Next meeting Feb 6th			

Distance Education and Technology Committee Meeting Dates

2017	**2018**	**2018**	**2019**
9/6/2017	2/7/2018	9/5/2018	2/6/2018
10/4/2017	3/7/2018	10/3/2018	3/6/2018
~~11/1/2017~~	4/11/2018	11/7/2018	4/10/2018
12/6/2017	5/9/2018	12/5/2018	5/1/2018
2/7/2018	~~6/6/2018~~		5/22/2019

Area	Who
Area 1	Yvonne Grigg
Area 2	Shannon Rohrer
Area 3	George Ogar
Area 4	Robert Hart
Librarian & DEITC Chair	Clay Gediman
Counselor	Robin Sawyer
DE Coordinator	Wendy Bass Keer
AFT Member	Alejandro Morales
At Large	Amy Sirott
AFT Member	Heather Kokorowski
At Large	Connie Tiu
2nd VP designee	Margarita Pillado
Manager of IT	Mark Henderson
Academic Affairs	Susan Rhi-Kleinert
Last update - April 2018	