Distance Education and Information Technology Committee Annual Report 2019-20

Membership

- **Faculty Tri-chair:** Andi Adkins Pogue
- **Classified Tri-chair:** Tim Hixon
- **Administrative Tri-chair:** Stephen McGloughlin
- **Members:** Greg Beyrer, Michael Bittner, Kristen Borth, Shelly Charron, Andrey Chepurnoy, Patrick Crandley, Anna Davtian, Marjoire Duffy, Tyler Elston, Kelsey Ford, Shihni Giedd, Rubina Gulati, Nathan Habtemariam (student), Ali Hendrickson, Beth Huffman, Michael Lawlor, Jonathan Leong (student), Michael Marslek, Kathryn Morgan Nance, Joel Powell, Christopher Raines, Patrick Rogan, Sharon Stith, Jena Trench, Lee Weathers

Meeting Dates

September 5, October 3, November 7, December 5, February 6, March 5, April 2, May 7

Committee Goals

The committee took the following action on goals that were articulated at its September meeting:

Goal One: Explore - Faculty who are new to teaching DE have some sort of training related to the OEI Rubric.

The committee explored what other colleges and universities are requiring for DE Training and also obtained DE Training Requirement survey results from Porterville Community College, which surveyed all California Community Colleges. Members shared this information with the Academic Senate and Union Representative, Jason Newman at the February 7th meeting and urged the union to take this information into consideration during contract negotiations. The CCC survey shows that of the 59 colleges that responded, 48 do require some formal training, 9 do not, and one college does require training depending on the course being taught.

Goal Two: DEIT will provide input to the Curriculum Committee regarding the new DE addendum as demanded in last year's changes to title 5.

Committee member, Michael Lawlor, who also serves on the Curriculum Committee agreed to be a liaison between the two committees. Curriculum has postponed making any changes until it gets official language and guidance from the Chancellor's office.

Goal Three: COB-IT Rankings (Spring 2020)

This is a regular task that happens every other spring. However, the unprecedented

circumstances of moving to remote operations and some flaws in the COB-IT request workflow forced the ranking and voting to be postponed. Both COB-FFE and COB-IT requests will be reviewed, ranked, and voted upon in the fall 2020 semester.

Goal Four: Revise CRCs Distance Education Master Plan

CRCs Distance Education Master Plan is typically updated every two years. It was supposed to be revised in spring 2019, but was postponed because of a planned DE Summit for August 2019. With a change in DE leadership, that summit didn't happen so work to resume revision plans began again this academic year. The committee faculty tri-chair, DE Coordinator, Pat Crandley, and Online Course Developer, Jena Trench worked to do a major revision in both the structure and goals of the DE Master Plan. The draft revision was presented at the December meeting with a request from members to review and comment so that a second read and vote could take place at the February meeting. During that time, college leadership expressed interest in holding a Distance Education Summit to articulate goals and guide the future of DE at CRC. With this in mind, the committee agreed to postpone finalizing the plan until after that summit as outcomes could change the direction of the plan. The current draft of CRCs DE Master Plan will be revisited next academic year to incorporate input from a DE Summit and lessons learned from the college's emergency switch to remote operations during the spring 2020 semester.

Goal Five: Give input and approve Information Technology Master Plan

Committee member Tim Hixon worked extensively with IT Supervisor, Emmie Oesterman to conduct a full review and rewrite of CRCs IT Master Plan. A draft was brought to the committee for a first read at its December meeting. Members provided extensive input and revisions, which were incorporated. A planned February second read and vote was postponed when concerns were expressed that clear outcomes had not been fully articulated in the plan. IT Dean, Stephen McGloughlin, Emmie Oesterman, and Tim Hixon had plans to add outcome elements, but the March closure forced them to focus on other, more pressing issues. The current draft revision of CRCs IT Master Plan has been forwarded to the district office with the knowledge that a final plan will be voted on by DEIT and forwarded to the Academic Senate in fall 2020.

Additional Items

In addition to the goals the committee took the following actions:

Academic Senate Resolution: Meeting ICT Accessibility Standards

Academic Senators were alerted to a resolution regarding creating accessible content that was passed at Sacramento City College. DEIT took the lead in reworking the language to present a similar resolution at CRCs academic senate. The resolution was introduced at the Dec. 13th senate meeting, edited during discussion, and rules were amended to allow for a second read and vote. The Meeting ICT Accessibility Standards resolution passed the Academic Senate on Dec. 13.

Planning for a DE Summit

Planning had begun for a visioning summit that was to have taken place in May to get college input on the future of distance education at CRC. Information from this summit was to have guided future professional development opportunities regarding DE and to help finalize the DE Master Plan. With the transition to remote operations and the incredible workload this created for the DE professionals, the summit has been pushed to a later date. It's hoped that the many lessons learned during the closure will create a more fruitful conversation and help guide planning to move the college forward with clear goals for DE.

First Committee to Offer Zoom Meeting Option

Committee members expressed an interest to have a virtual option to attend meetings. At the November meeting, it was agreed to move forward and plans were set in motion to configure a meeting space that would allow for both in-person and virtual attendance. This option became available at the February meeting, but became the only option by the April meeting given that the entire college began working remotely on March 18. The committee will continue to have this option available even after "normal" operations resume on campus.