



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
DISTANCE EDUCATION COORDINATION COUNCIL

MINUTES
SEPTEMBER 12, 2022 12:30 PM

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| MEMBERS (THOSE PRESENT IN BOLD) | Cherishea Coats, Luke Bixler, T.L. Brink, Davena Burns-Peters, Andy Chang, Rania Hamdy, Cynthia Hamlett, Marvin Martyn, Brandice Mello, Kay Weiss, Margaret Worsley, Leticia Hector, Kashaunda Harris |
| AGENDA APPROVAL | 05/09 Minutes Approved by Cynthia Hamlett Seconded by T.L. Brink |

Crafton Hills Updates

| TOPIC | DISCUSSION |
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| | <ul style="list-style-type: none"> • ETC met for the first time this semester on • Keith Wurtz reported at ETC that current enrollment is 46% in person, 48% online, 6% hybrid. • Looked over and discussed Student Satisfaction Survey <ul style="list-style-type: none"> ○ Plan to prepare a general course prep email to send out to DE faculty • currIQunet and DE Addendum process has been simplified • Committee voted to recommend that Academic Senate approve and support Crafton’s pursuit as a teaching college with CVC <ul style="list-style-type: none"> ○ Clarification: Master Consortium agreement not signed yet. Still in the process of home college |

Valley College Updates

| TOPIC | DISCUSSION |
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| | <ul style="list-style-type: none"> • SBVC is moving forward as a teaching college and has been a home college for some time. Under the new rules of the consortium, Valley was changed from a teaching college to a home college; currently working to become a teaching college under these new rules. <ul style="list-style-type: none"> ○ Working closely with Andy to achieve this ○ The dashboard for CVC shows that Crafton is progressing towards this even without the signed agreement. Unsure if this progress is identified as campus progress or district progress. ○ Andy clarified that the CCC uses specific components across platforms (i.e., e-transcripts) that can be checked off from CHC and/or Valley. Not necessarily completed in relation to CVC. |

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| | <ul style="list-style-type: none"> • Valley is planning to work on the Financial Aid piece within the next week or two to progress towards being a teaching college • Experienced change with META; however, did not have DE addendums brought to the committee. Davena and Maggie (DE leads) would do this. With the new system, there is discussion on how to handle this now. <ul style="list-style-type: none"> ○ Working on the issue that the addendum can bypass the DE leads. It is an optional review right now and should end with DE. This is in line with Title V for DE to be required. • DE at Valley is one of the first to access the data dashboard. These are given to faculty, leads, and all who need it. <ul style="list-style-type: none"> ○ View disaggregated data to create a plan for better accessibility • RSI Roadshow to achieve the accreditation standard: regular substantive interaction. Discuss resources, toolkit, best practices, etc. <ul style="list-style-type: none"> ○ Part of the new contract states training for peer evaluators; RSI is now listed on these forms ○ HR is explaining what is to be expected and will reach out to leads with questions ○ Discussion about bringing what is “regular substantive interaction” to the Deans’ meetings <ul style="list-style-type: none"> ▪ Davena and Maggie are reaching out to VPI to attend ▪ Kay invited Cynthia to attend |

District Distance Education Updates

| TOPIC | DISCUSSION |
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| DE Personnel | <ul style="list-style-type: none"> • Cherishea introduced new DE personnel <ul style="list-style-type: none"> ○ Marvin Martyn and Brandice Mello |
| Proctorio, Respondus Monitor, Honorlock | <ul style="list-style-type: none"> • Proctoring comparison • Slated to have a pilot for Respondus <ul style="list-style-type: none"> ○ Spring would be better to issue pilot rather than fall ○ There are quite a few campuses that are moving away from Respondus • Brandice spoke directly with the University of Tennessee about their transition from Respondus services to Proctorio <ul style="list-style-type: none"> ○ Issues with accessibility, feasibility, and end-user experiences around Respondus ○ Respondus often has big lag times, rendering of video responses ○ Lockdown cannot be manipulated to allow for other programs or sites to be used ○ System feels outdated. If an update is needed, you would need to uninstall the program and reinstall ○ Not easy to reach out for customer service assistance ○ Respondus 4.0 connection and syncing issues. Not able to use with New Quizzes ○ Only works on PC and needs a specific file type • Davena did bring up that online proctoring is a controversial issue dealing with equity, access, and invasiveness |

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| | <ul style="list-style-type: none"> ○ Asking if district-wide a proctoring service will be covered financially. If this is the direction, then using a web-based program would be best ○ Cynthia discussed creating alternative assessments that are more equitable and accessible ○ Davena mentioned that transparency is missing with our class schedules to let students know what they are getting into and to include various options when it comes to proctoring <ul style="list-style-type: none"> ▪ Maybe create training for faculty to eventually ease away from online proctoring ● Cherishea discussed that Honorlock is running \$10 per person and if there is a want for a live proctor to pop in for needed assistance, then it is \$20 per person. <ul style="list-style-type: none"> ○ Proctorio is \$13.50 per FTE ○ Respondus is \$3,915 for 1000 seats ○ Nursing is a department that would benefit from the proctoring service ○ Cherishea discussed an Honorlock demo, and Kay requested to reach out to the chairs about this demo. Decision to conduct a demo time that works best for the committee and record it. |
| Pronto | <ul style="list-style-type: none"> ● Pronto is launching "Campus Suite." They are looking to get some feedback, testimonials, and additional input. They would like to move it out of Canvas to be utilized as mass communication. ● It was asked by Cherishea if there were any departments that the committee members felt would benefit from this, but there was no response. ● Cherishea notified all that she would email out the information for everyone to explore in their own time. |
| Evaluations | <ul style="list-style-type: none"> ● Continuing to use the peer evaluator form this semester since it was a seamless process last semester |
| Canvas concerns | <ul style="list-style-type: none"> ● Missing Items <ul style="list-style-type: none"> ○ There have been issues where buttons are missing. It is hit or miss and not very frequent. It is only affecting Chrome. It could be JavaScript, but it is not affecting everyone. It is environmental. About 5 people have been affected so far. ○ Cherishea contacted Canvas about this and recorded the situation for Canvas to investigate. ○ If anyone comes across this issue, it was requested to let DE know ○ Requested to announce it in the Canvas Faculty Resources course ● Issues with Media Uploading <ul style="list-style-type: none"> ○ On the other end of web browsers, using Safari, Firefox, or Edge does not work well when recording media in the Rich Content Editor of Canvas. Safari is by the far the biggest issue. ○ Saw about 20 plus students affected by this, mainly in the Spanish courses at Valley ○ DE reached out to the Spanish instructors about this issue and notified students that Chrome is the best to use when uploading media through the Rich Content Editor |

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| <p>Canvas Credentials (formally Badgr)</p> | <ul style="list-style-type: none"> • Upcoming Changes? • Canvas Badges <ul style="list-style-type: none"> ○ Canvas has acquired Badgr, but it remains the same for now. ○ Cynthia stated that a multitude of people reached out to her asking for training on Badgr; would like to have some videos or in-person/virtual training and if TESS/DE can do. <ul style="list-style-type: none"> ■ Biggest issue is with the badges not automatically uploading if people use multiple email addresses ○ Cherishea stated that DE would make some short videos about this • LTI update <ul style="list-style-type: none"> ○ No discussion on this |
| <p>Canvas Updates (8/17)</p> | <ul style="list-style-type: none"> • Calendar drop down <ul style="list-style-type: none"> ○ On the calendar page, when creating an event, there are drop-down options for specific times • Rich Content Editor (alignment) <ul style="list-style-type: none"> ○ Additional alignment options in the Rich Content Editor. • Document Link Disable Preview <ul style="list-style-type: none"> ○ In the Rich Content Editor, click on the hyperlink and select “Link Options.” To the right, the navigation pane will open allowing you to select your “Display Options”: Disable Preview, Preview in overlay, or Preview inline. |
| <p>Canvas Emojis</p> | <ul style="list-style-type: none"> • This was discussed in February, but there was not conclusion made about turning the feature on or not. • Brandice received a request to turn this on so a faculty member could use it in SpeedGrader. • The concern before was that all emojis were available to use, but there is now a feature to choose which emojis can and cannot be used. • It is currently off by default, but the discussion is about turning it on by default. Request to vet which emojis would be best to use. • T.L. discussed concern for using emojis and certain words because of cultural and generational differences. Requested more student input about this before proceeding. • Maggie discussed the concern that emojis are available but working links are unavailable in the comments area of SpeedGrader. However, the link option is not a current feature like emojis are since it is not DE that can do this. It would be Canvas that needs to do this. DE will bring this up. <ul style="list-style-type: none"> ○ Also stated that emojis are not the most academic of languages and using emojis in formative feedback does not seem like a good scholastic precedent • Cynthia stated that the feature being turned on is not necessary in a sense since it can be done without by holding the Windows key and period. <ul style="list-style-type: none"> ○ Emojis can help change the tone in communication ○ Maybe this can be a PD moment ○ Too many emojis can affect screen readers • Decision: not turn on emojis by default in Canvas |
| <p>Dark mode Canvas App</p> | <ul style="list-style-type: none"> • It is currently accessible, but depending on the color scheme of an instructor’s course, it could cause some accessibility issues. • By default, the app is a light theme, but they can now change it to dark theme. |

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| | <ul style="list-style-type: none"> No complaints have been heard at the moment. |
| <p>Who to contact document</p> | <ul style="list-style-type: none"> Brandice is creating a “Who to Contact” sheet to help mitigate some of the confusion when it comes to what departments do, who to contact, and how to do so. <ul style="list-style-type: none"> Showcased the Google doc where this information could be found and requested comments/feedback on the information prior to creating a designed contact sheet It includes who to contact for faculty as well as information to give out to students as well https://docs.google.com/document/d/1ogPU8iOCsFz0YcFyi7Lqkf1tnZGgq_xa/edit?usp=sharing&oid=100664537210490786567&rtpof=true&sd=true |
| <p>DEVLEARN</p> | <ul style="list-style-type: none"> Maggie sent over an available conference to check out: https://devlearn.com/ |

Next Meeting:

October 10, 2022