



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
DISTANCE EDUCATION COORDINATION COUNCIL

MINUTES  
APRIL 10, 2023 12:30 PM

<p>The distance education coordination council (DECC) has the charge to develop guidelines and recommendations to the colleges regarding distance education issues. This committee shall have the added responsibility of coordinating district support for distance education offered at Valley college and Crafton hills college. All programs offered in the district through distance learning shall be a part of one of the two colleges with the appropriate review and evaluation by the academic senate and the discipline being offered.</p>	
MEMBERS	<p><b>Cherishea Coats, Kay Weiss, Brandice Mello, Cynthia Hamlett, TL Brink, Andy Chang, Margaret Worsley, Rania Hamdy, Davena Burns-Peters, Stephanie Lewis, Kashaunda Harris, Luke Bixler</b></p>
AGENDA APPROVAL	<p>Approved by: <i>Stephanie Lewis</i></p> <ul style="list-style-type: none"> <li><i>Kashaunda Harris (Seconded)</i></li> </ul>

### Crafton Hills Updates

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> <li>Cynthia mentioned that both of TL's proposals for OTC were accepted.</li> <li>ETC is in "creative realignment" so there are not many new updates               <ul style="list-style-type: none"> <li>CHC Academic Senate did accept the reduced charge for ETC: about 15/16 items on the charge are now reduced to 7 items</li> <li>To take over the charges that were removed, work is being done to create a new shared governance committee; working with Keith and Kay about this: Distance Education Program Committee ("DEP")</li> </ul> </li> </ul>

### Valley College Updates

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> <li>Valley is working on definitions to alleviate confusion when it comes to class meeting times and methods of delivery. For instance, describing the term asynchronous to help students know how the class is delivered. This project is a collaboration between the campuses.</li> </ul>

## District Distance Education Updates

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> <li>• <b>Turnitin Demo</b> <ul style="list-style-type: none"> <li>○ 30-minute demo facilitated by Turnitin (Gabby and Anjali from Turnitin)</li> <li>○ Discussed the solution level “Similarity.” Main experience here is the change in the database; the ability to see more similarities. The database is over 400 times larger. Over 2,000 relationships with publishers, library networks, journals, etc. will allow them to draw upon various works. Data is only to provide a match, nothing more.</li> <li>○ “Feedback Studio” solution level would have the same options as Similarity, but access to Draft Coach. This allows students to interact with the Turnitin insights before submitting for a grade.</li> <li>○ “Feedback Studio with Originality” solution level has contract cheating detection &amp; management as well as an AI-Indicator % and Report.</li> <li>○ Grade only shows in Canvas; feedback, etc. remains in the Turnitin tool.</li> <li>○ Using Microsoft or Google Suite, Turnitin can create a handshake with the product to implement Draft Coach within the system, i.e. Google Docs will have the option to enable Draft Coach within the Google Doc.</li> <li>○ Citation report will pull the writing style and ensure that the in-text citation correlates correctly with the bibliography/works cited.</li> <li>○ Grammar Guide combs through the paper to provide feedback, grammar errors, explanations, corrections, etc.</li> <li>○ Rania brought up a clear observation that the inclusion of the AI-Indicator eventually being placed on the highest price level is not ideal since the use of AI has become so prevalent and even ChatGPT is free. To have this aspect be only at the highest level and not offered throughout the levels is something that Turnitin should explore.</li> <li>○ <a href="https://www.turnitin.com/solutions/ai-writing">https://www.turnitin.com/solutions/ai-writing</a></li> <li>○ <a href="https://www.turnitin.com/products/features/ai-writing-detection">https://www.turnitin.com/products/features/ai-writing-detection</a></li> </ul> </li> </ul>
<p><b>Upcoming Tool Needs</b></p>	<ul style="list-style-type: none"> <li>• <b>Turnitin</b> <ul style="list-style-type: none"> <li>○ Similarity price level is \$2/FTES; Feedback Studio price level is \$3.14/FTES; Feedback Studio with Originality is \$3.28/FTES. \$1050 Canvas fee.</li> <li>○ Ethical and responsible use of AI needs to be at the forefront stated by Rania and TL.</li> <li>○ 98% validity rate of correct classification. TL mentions this is the highest he has seen and would like to see this in action.</li> <li>○ TL asked if this fee is per unique user, per year, per semester, etc.? <ul style="list-style-type: none"> <li>▪ It is per unique user per fiscal year. Even if the student is in multiple courses that use Turnitin, the fee will only be charged once for the user.</li> </ul> </li> <li>○ <b>The agreement is to do Feedback Studio with Originality at \$3.28/FTES</b></li> </ul> </li> <li>• <b>Honorlock</b> <ul style="list-style-type: none"> <li>○ Brought back on the table to confirm that we are moving forward this proctoring service.</li> </ul> </li> </ul>

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> <li>○ 3500 licenses purchased last year (with Proctorio) at a rate of <b>\$13.15</b>. Current pricing with Honorlock is <b>\$10</b> per student.</li> <li>○ Rania asked if we can see what faculty are using proctoring; stated that there is not a clear idea of how many are using it and as such we do not know how many to purchase exactly. Stated that the district needs to start small and then add more if needed. <ul style="list-style-type: none"> <li>▪ Cherishea mentioned that this is a challenge. Trying to find out how many are using it, but the responses have been small. Emails and surveys have been sent out to get a number, but unfortunately, there was not much feedback. Also, purchasing a small number of licenses and adding more to it is possible. Will follow up if there is a “punishment” for going over or adding more. <b>If not, is 1500 seats ok? If there is, then 3500?</b> Luke did state that he and Andy will work to put some heat forward to get the actual data to ensure that the purchasing is correct.</li> <li>▪ Stephanie brought up a great point of looking at those 3500 licenses and dividing it by 100; 100 signifies the students and 35 signifies the faculty. This is a way to judge how many licenses to purchase. Reducing it more than this may not be correct since there is no data saying otherwise.</li> </ul> </li> <li>● <b>Labster</b> <ul style="list-style-type: none"> <li>○ The current price is <b>\$3.85/FTES</b> for a site license and <b>\$89/FTES</b> for an individual license. The issue with this program is that it is discipline specific.</li> <li>○ Data from the Labster rep shows that it was only used in Fall 2022: 3 biology classes at CHC and 1 Water/Wastewater course at SBVC.</li> <li>○ <b>Decision made to not have District page for Labster due to the lack of use, science labs/courses no longer offered online, etc.</b></li> </ul> </li> </ul>
Bookstore	<ul style="list-style-type: none"> <li>● <b>Willo Transition</b> <ul style="list-style-type: none"> <li>○ Follett has acquired WilloLabs.</li> <li>○ In a meeting with the bookstores and WilloLabs, it has been decided to start with Math in the summer. The other subjects will be transitioning over in the fall.</li> <li>○ Redshelf/Brytewave will still remain to access ebooks</li> <li>○ WilloLabs is for the courseware</li> <li>○ TL brought up that SAS at both of the campuses need to be brought into these discussions and consulted.</li> <li>○ Students will not need to request the codes now with WilloLabs.</li> </ul> </li> </ul>
Canvas LTI update	<ul style="list-style-type: none"> <li>● <b>Pearson</b> <ul style="list-style-type: none"> <li>○ They are changing over to a new platform</li> <li>○ Communications will be sent out to the faculty to let them know about the transition and that they will have to wait to course copy until the update has happened to ensure nothing is lost.</li> </ul> </li> </ul>
Canvas Releases	<ul style="list-style-type: none"> <li>● <b>Submit on behalf</b> <ul style="list-style-type: none"> <li>○ March 18<sup>th</sup> update in Canvas occurred which will allow faculty to submit documents in SpeedGrader on behalf of students: “Submit for Students.”It will show confirmation on who submitted it and when it was submitted.</li> </ul> </li> <li>● <b>Sortable Name</b> <ul style="list-style-type: none"> <li>○ If you split the names you can now sort based on first or last name</li> </ul> </li> </ul>

**Discussion Topics**

<b>TOPIC</b>	<b>DISCUSSION</b>
	<ul style="list-style-type: none"><li>• <b>Canvas Outcomes</b><ul style="list-style-type: none"><li>○ Pushed to the next meeting (05-08-2023)</li></ul></li></ul>

Next Meeting:

May 08, 2023