Notes

1. Meeting Called to Order. Present: Lynn Thiesen, Wendy Riggs, Mike Butler, Reno Giovannetti, Phil Mancus, Quang Minh, James Hays, Clyde Johnson, Crislyn Parker-support

2. Approve Notes from November 5: Approved as stand.

3. Old Business
  a. Report out on Cathy and Mike's discussions with Senate (Mike):
  • The presented a modified MOU to the Executive Senate revising the associate faculty online teaching requirement (attachment #1). DEPC concurs with the modification. Cathy and Mike will meet with CRFO to pursue this.
  • The online evaluation toolkit demo was outlined. Training for the demo begins February 1. The intent is to mimic the current process using mock questions. The point is to evaluate the toolkit, not the instructor, at this time. Cathy and Mike are hopeful that the evaluation process and MOU will be addressed in CRFO.
  • There is support from Senate regarding online course design compensation. The process is to approach SARTCO with a draft proposal (see attachment #2) for approval. The intent is to have a course anyone can teach and modify. The Sartco proposal will be twofold: design of a quality online course, built to OEI standards that can be submitted to OEI (see attachment #3, OEI rubric). Whether this must go through negotiation is not yet known. There was discussion whether the district would own developed courses, or the faculty member who created it. There are levels of licensing that can be explored, which can be negotiated with SARTCO
  • The DEPC recommends Mike and Cathy move forward to meet with SARTCO.
  b. Student complaint process update:
  • The existing student complaint process does not exist in one place online. There is agreement that CR should have a central repository. Until this can be resolved, there is a comments box which goes to Cathy for dispersal. Brian also gets comments and forwards any student complaints.
  c. Telepresence survey results:
  • The survey identified some technical issues and included some suggestions that can be utilized.

4. New Business
  a. "Receive only" Telepresence room at EKA:
  • Functional and scheduling issues create a need for a separate telepresence receiving room. LRC 104 is the right size, and could become a multi-use classroom. DEPC recommends moving forward and having discussion with tech services.
  b. OEI Requirements for Course Exchange (Mike):
  • Once a course is accepted for the online exchange, it can only be taught by the faculty who submitted. Both course *and* instructor must meet specific requirements. Courses on exchange will start being offered in fall 2017. If another instructor wishes to teach and modify an existing course, both must go through same approval process and meet all standards.
  c. Faculty training opportunities:
  ○ *Canvas training through @ONE* : There is a link to @One Canvas training, located on the CR-Online web page under faculty resources link, and on the Canvas Faculty Resources pages.
  ○ *Curriculum-writing workshop:* not addressed
  ○ *Others:* not addressed
  d. New user interface for Canvas (Reno:) Reno will address this in more detail at a future meeting.
  e. DEPC meetings for Spring: Mike will send out a doodle poll to establish a spring meeting schedule.

5. Announcements:
   a. ***SLO integration with Canvas:*** not addressed
   b. ***Telepresence training – SARTCO approval:*** discussed above
      o PORC Training opportunity, online (see handout) is tentatively scheduled for January 19 – January 29

6. DE Functional Plan (*added agenda item*): Cathy submitted the draft 2015-17 DE Functional plan, based on discussion from the previous meeting. Following this meeting, submit any feedback to Cathy and/or Mike. Discussion resulted in the following changes:

Goal 1: objective 1.2: add @One training-faculty development
                   1.4: change "A&R" to enrollment services

Goal 2: objective 2.2: remove "*Yurok*" and replace with '*tribal*'
                   2.3: add to the second bullet: *support in development of materials for OEI courses*
                   2.4: remove the 5% and leave as *increase DE offerings*
Goal 3: add objective 3.6: improve coordination with IT support services

7. Future Agenda Items