

DEAC Meeting Agenda – 10/22/2024

Attendance: Janna Anderson, Porsha Boyd, Megan Debin, Robert Diaz, Tracy Guild, Rita Higgins, Darnell Kemp, Kelly Klassen, Maria Rodriguez, Lugene Rosen, Kathy Standen, Cory Thomas, Marcus Wilson

2021-2025 Strategic Goals

- Strategic Goal #1: Propose and support the development and implementation of a robust distance education office that supports students, faculty, and staff with keeping current in online teaching and learning best practices
- Strategic Goal #2: Support increased successful completion of online courses and reduce student achievement gaps
- Strategic Goal #3: Engage in continued research and explore current, new, or improved technologies that support diverse student needs and assist instructors in creating courses while maintaining accessibility standards

1. Minutes and Updates from Last Meeting

- A. Minutes and updates can be found on DEAC Canvas shell under “Modules”

2. Grade Adapter Update

- A. “Submit Grades” tool is now available for Canvas shell courses
- B. 3 people have currently tested out the tool, with one experiencing an error due to possibly connection issues, second person successfully access and submitted grades, and third person pending
- C. Actively working with Rena to confirm functionality to utilize as another form of submitting grades and possibly LDA requirements
- D. MyGateway may notify of grades not being rolled over
- E. Default grades must be set up before submitting grades as “Canvas Default” and if the grade is an “F”, the last date of attendance is required
- F. Discussed that everyone on FC campus should have access to the tool and should be working – information can be shared with others and is encouraged
- G. Default grading scheme are as follows “A, B, C..” and rounding grades will not work for custom grading scheme
- H. Distance Education will follow up to see if any changes can be made with Canvas based on grading scheme feedback, once we make sure the tool works properly

3. District Technology Committee Update

- A. A conversation to establish quorum was held, and it was agreed that two campus representatives for each site must be present for items to be voted on

- B. Suggestions for a campus-wide AI committee were shared (divisions, departments)
- C. Currently there are two workgroups in progress of making recommendations for an AI committee

4. Campus Technology Committee Update

- A. The Campus Technology Committee has been reinstated from a previously existing committee
- B. Darnell Kemp, Director of Distance Education, and Khaoi Mady, Director of Academic Computing Technologies, are co-chairing and currently looking at goals to plan for what's ahead

5. CVC/POCR Update

- A. Currently there are about 30 students from other colleges taking a class with our campus and about 30 of our students taking a class elsewhere
- B. Seeking to launch the Peer Online Course Review process with Fullerton College
- C. If the POCR review is completed, an extra badge will be granted
- D. The state board is currently putting together a POCR course for all colleges to utilize
- E. Discussed the benefits of the program and shared the positive outcomes that consist of dramatically increased student engagement, increase course completion, great flow, and helpful rubrics

6. District Consulting Group – Overview and Research

- A. The district consulting group emphasizes on course enrollment
- B. Identified 10 colleges for comparison to assess Fullerton College's program market demand and share, providing feedback on areas of growth
- C. Analyze programs based on high and low demand, referencing the list of college competitors; note that high-demand programs are primarily technical (especially at Cypress)
- D. Review the RNL consulting attachments and findings of the CIP codes
- E. The committee decided instead of forming small work groups, we will use existing groups to make recommendations and gather additional information. The DE committees at each campus will be consulted

7. Review Goals

- A. Strategic goals #2 and #3 can continue to be objectives and we can work on verbiage changes
- B. Strategic goal #1 can be modified to focus on enrollment, scheduling, and class growth
- C. There were questions about whether tech rangers have begun or not, with confirmation that they have not begun their positions with Distance Education

- D. Suggested the idea that tech rangers would help increase the “student-to-student” interaction and this may be added into strategic goal #2
- E. Aiming towards a Spring opening date for the “Online Learning Center”
- F. Discussed that Distance Education currently does not have their own budget and the importance to establish a base budget to avoid unstable funds, which could lead to cuts in categorical budgets
- G. Distance Education will aim to advocate for their own budget to ensure stable funding, which will be included in the program review update and possibly included in strategic goal #1
- H. Discussed providing resources for lecture classes just as they are provided for online classes, and ensuring that everyone is familiar with using Canvas as a supplement to their in-class work
- I. Overviewed AI assessments and the current issues with Google Chrome extensions being utilized by students to put into their own browsers
- J. There are concerns of these extensions as they can respond to multiple questions on quizzes and answering to short answer questions
- K. LockDown Browser is the most secure browser to prevent students from accessing outside extensions for their quizzes and tests
- L. Currently there are no tools that can detect AI writing

Upcoming:

- Review Handbook in November