



## Distance Learning Committee

College of the Siskiyous  
800 College Avenue  
Weed, CA 96094

### DISTANCE LEARNING COMMITTEE MINUTES Tuesday, Sept 13, 2022 (reschedule) 3-4 pm, DLC

Public Zoom Link: <https://siskiyous-edu.zoom.us/j/96739257008>

Remote Location: Kern County Library, 701 Truxtun Avenue, Bakersfield, CA 93301

#### A. MEMBERS PRESENT

Meeting began at 3:05 pm, PST

Name	Attendance
Maria Elena Fernandez	P
Alison Varty	On Sabbatical Leave 22-23
Carly Zeller	P
Jude Baldwin	P
Elizabeth Carlyle	P
Mike Tischler	P
Sherice Bellamy	P
Kirk Thomsen	A
Sean Kenny	P
Valerie Roberts (NV)	P
Anne-Marie Kuhlemann (NV)	P

#### B. PUBLIC COMMENT

No public comment.

#### C. APPROVAL OF MINUTES

Baldwin motion/Carlyle second to approve May 3 minutes. Meeting minutes were reviewed. Question called: Minutes approved: 6 approve, 1 Abstention,

#### D. REPORTS/ACTION/DISCUSSION

1. Reports: Debrief emergency protocols for Distance Learning
  - a. The committee discussed the lack of clear internal and public messaging during the Mill Fire that caused a week-long Weed Campus closure. The group was concerned about the language and perception of using the “inclement weather policy” to characterize the devastating community event. The group also discussed the absence of a coordinated campus emergency response that accounted for the daunting logistical and technological disruptions to lodge students. Lack of a coordinated response created unclear messaging specific to how remote student services would be delivered during the week. Some Faculty were also displaced during the fire or had

no power or internet for up to 5 days. Fernandez sent an email to online course instructors with suggestions to instructors regarding their online courses: allowing concurrent modules, being flexible regarding due dates, pausing the course, and contacting their respective Dean if they were unable to access their course due to being displaced. This event underscored the need to revise/revisit the “Severe Weather” document to address equity and logistical concerns specific to online and hybrid courses. Specific ideas include:

1. Create detailed information for all employee groups.
  2. Develop specific language and context around closures and how they apply to specific departments and service areas.
  3. Pre-create PR/Everbridge blurbs for consistency.
  4. Apply equity lens to all decisions: no support services = no online courses; emergency college closure should apply to all faculty and students in all modalities.
2. Action Items/Recommendations
- a. Review/Approve Handbook Update
    1. Zeller moved and Baldwin second.
      - a. Fernandez presented the academic integrity/proctoring updates added from the spring semester. Question called.
      - b. Handbook update approved: 6 approve, 1 abstention
  - b. Review/Approve DL Board Report
    1. Moved and second: Out of time.
      - a. The committee agreed to review and hold an email vote by 9/23/22.
      - b. The vote: 5 approve, 2 abstentions, 1 no vote
      - c. Fernandez sent approved Board report to Perlas on 9/26/22. Goltz to place on October 18 Board agenda.
  - c. Review/Approve annual goals
    1. Tabled to next meeting.
    2. Establish new workgroups:
      - a.
3. Discussion
- a. None

## **E. CLOSED SESSION**

No closed session.

## **F. ADJOURNMENT**

Meeting was adjourned at 4:06 pm, PST

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### ***Distance Learning Committee:***

*Voting Members:*

*Chair: Maria Elena Fernandez, Int. DL and Instructional Design Coordinator*

*Jude Baldwin (LIB)*

*Elizabeth Carlyle (MLAN)*

*Dr. Michael Tischler (FA/MLAN)*

*Alison Varty (SCI)*

*Carly Zeller (ASC)*

*Dr. Sherice Bellamy (BUS)*

*Kirk Thomsen (EMS)*

*Sean Kenny (ART)*

***Non-voting Members:***

*Anne-Marie Kuhlemann, DL Admin Coordinator*

*Valerie Roberts, Dean LASS*