



## Distance Learning Committee

College of the Siskiyous  
800 College Avenue  
Weed, CA 96094

### DISTANCE LEARNING COMMITTEE MINUTES

Tuesday, Mar 1, 2022

3-4 pm, via Zoom

#### A. MEMBERS PRESENT

Meeting began at 3:00 pm, PST

Name	Attendance
Maria Fernandez	P
Alison Varty	P
Carly Zeller	P
Jude Baldwin	P
Elizabeth Carlyle	P
Mike Tischler	P
Sherice Bellamy	P
Kirk Thomsen	P
Wenli Chang	A
Natalie Bradley	A
Valerie Roberts (NV)	P
Anne-Marie Kuhlemann (NV)	P

#### B. PUBLIC COMMENT

No public comment.

#### C. APPROVAL OF MINUTES

Baldwin/Bellamy motion/second to approve Feb 1 minutes. Meeting minutes were reviewed. Question called: minutes approved unanimously.

#### D. ACTION / DISCUSSION ITEMS

##### 1. Reports/Discussion

- a. Fernandez noted that Bradley and Chang will need to be replaced on the committee. Bradley will be replaced with new SAS Director/Counselor and Chang will be replaced through the Senate.
- b. Workgroup Reports:
  1. OER/ZTC (Baldwin): update from 12/9 meeting. Jayne Turk and Jude Baldwin are actively participating; they would like to recruit additional members from the Senate. Discussion topics: local definitions of ZTC, low cost; developing adoption strategies; consider adopting student survey through OERI in the fall; Baldwin mentioned the need to get textbook

information for all classes in the schedule—helpdesk ticket has been submitted; COS is working on creating icons to identify OER within courses.

2. Acad. Integrity/Proctoring/Authentic Assessment (Zeller, Varty, Thomsen): Zeller and Varty are working on a rewrite of academic integrity section of Faculty Handbook and DL handbook; they will bring back for committee review. Once approved, Fernandez will work on updates to handbook/website over summer.

## 2. Action Items/Recommendations

- a. Recommendation: Approve Hyflex Modality for Senate Consideration: Zeller moved/Thomsen second. Thomsen and Bellamy asked clarifying questions between this new modality and the Instructional Continuity in a Course guidelines that were reviewed and approved in Feb. (IC in a Course was sent on to Academic Affairs and is scheduled for review in Instruction Council on Mar 3.) Hyflex modality would be a *new* modality; it is a course scheduled on campus and simultaneously via live video conferencing technology. Bellamy shared her recent experiences teaching in this modality and identified them as “challenging.”

The group reviewed the pros and cons of the new modality and confirmed that the primary benefit of this modality is student choice and the potential for increased enrollments. Concerns raised include:

- How to provide equitable student support for the remote students
- Distraction and classroom management issues
- Need for ISS or EIA support
- There would need to be adequate technology to support the Hyflex modality
- Instructor training for the Hyflex modality: student engagement and planning
- Increased workload for instructor—load would need to be negotiated
- Right of assignment needs to be set in stone: must be voluntary
- There would need to be clear communication and information about the modality and how it is different from other modalities for both students and faculty
- District should/can explore other options besides Hyflex
- Low number of Hyflex-ready classrooms

Question called: Motion to approve Hyflex Modality with DL Committee concerns noted for Senate Consideration: 7 Yes/1No/1Ab—motion carries. Fernandez to forward Hyflex Modality document to Senate Exec for placement on Senate agenda.

## 3. Discussion

- a. COS Online Course Template(s): Fernandez shared Online Course Template; asked for new workgroup to help develop the template. Thomsen agreed to join and noted that EMS already informally has a course template. Fernandez noted that she will be asking for input on the template at a later time.
- b. Online Modalities Update: Fernandez asked for a new workgroup and shared Modesto JCs document outlining new terms and definitions for online modalities; if approved new modalities would need to be included in DL Webpages, Faculty and DL Handbooks, and PR materials would need to be created. As there were no workgroup volunteers, Fernandez to continue work on this item.
- c. Online Proctoring Products: Honorlock Demo and pricing have been initiated. Demo date Friday, Mar 18, 12:15-1:15 pm. Fernandez to send/forward calendar invite.

- d. Online Faculty Evaluation: Fernandez asked to disband this workgroup for the present, pending negotiation updates. Tischler mentioned that the Evaluation Article proposal was just received from the District and that he will work with Fernandez on a one-to-one basis as needed.
- e. Other Items: Bellamy and Carlyle have been working on the Drop Policy; preliminary research is posted in the DL Teams area; they will create a policy for committee review and approval for Senate consideration before the end of the semester.

## **E. CLOSED SESSION**

No closed session.

## **F. ADJOURNMENT**

Meeting was adjourned at 4:05 pm, PST

---

### ***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)*

*Natalie Bradley (SAS)*

*Dr. Sherice Bellamy (BUS)*

*Kirk Thomsen (EMS)*

#### ***Non-voting Members:***

*Anne-Marie Kuhlemann, DL Admin Coordinator*

*Valerie Roberts, Int. Dean LASS*