



Distance Learning Committee

College of the Siskiyous
800 College Avenue
Weed, CA 96094

DISTANCE LEARNING COMMITTEE MINUTES

Tuesday, Mar 14, 2023

3-4 pm, DLC

A. MEMBERS PRESENT

Meeting began at 3:00 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	A
Sherice Bellamy	A
Kirk Thomsen	P
Sean Kenny	P
Valerie Roberts (NV)	P
Anne-Marie Kuhlemann (NV)	P

B. PUBLIC COMMENT

No public comment.

C. APPROVAL OF MINUTES

Carlyle motion/Baldwin second to approve Mar 14 minutes. Meeting minutes were reviewed. Question called: Minutes approved: 4 Yes/2 Abstentions.

D. REPORTS/ACTION/DISCUSSION

1. Discussion
 - a. Work teams updates for the 3 remaining Goals related to AP 4105 updates.
 - b. RSI Guidelines (Zeller/Bellamy): Zeller shared that initial work has started; the current DL Handbook is being reviewed.
 - c. DL Addendum language: Thomsen/Fernandez to meet via Zoom on March 20th.
 - d. Online Faculty Evaluation: The group expressed a lot of interest in this item as it is currently difficult to evaluate online courses and there is no standard process or instrument. Sean Kenny will join Fernandez on this workgroup.
2. PlayPosit and PopeTech Dashboard for Canvas:
 - a. PlayPosit was installed in Canvas in mid-February and an initial faculty training is scheduled for Mar 24 (will be recorded).
 - b. Pope Tech Dashboard Guided Funded Pathways request submitted.

3. Other

- a. Fernandez shared that she submitted a CQIP for \$38,000 to support Faculty Professional Development, specifically local Peer Online Course Review (POCR) and WebAIM Accessible Documents training. She would seek additional funding where appropriate to create additional faculty professional development paid training opportunities.
- b. Fernandez shared recent ACCJC request to review 5% of our Fall 2022 online anytime courses, as part of their Core Inquiry process. Their primary concern in their initial review was lack of evidence of RSI and no clear process for “monitoring and ensuring RSI. This would be 4-5 courses (we offered 81). Fernandez stated that these courses should be credit courses (3-4 units), representative of many areas, and not be 2 courses from the same area. Fernandez identified 12 courses (more than required) that meet these guidelines. ACCJC reviewers are added to the Canvas Test environment (mirrors our production environment) the week of 3/20/23. They will share additional findings in our May site visit.

E. CLOSED SESSION

No closed session.

F. ADJOURNMENT

Meeting was adjourned at 4:00 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)

Dr. Sherice Bellamy (BUS)

Kirk Thomsen (EMS)

Sean Kenny (ART)

Non-voting Members:

Anne-Marie Kuhlemann, DL Admin Coordinator

Valerie Roberts, Dean LASS