



**ACADEMIC SENATE**  
for California Community Colleges  
LEADERSHIP • EMPOWERMENT • VOICE

**ASCCC Online Education Committee**  
**Monday, October 4, 2021**  
**MINUTES**

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The meeting was called to order at 12:32pm

**I. Members Roll Call:**

Attendance was taken and two new members were introduced, Jamie Alonzo (CVC-OEI) and Michelle Pacansky-Brock

Karen Chow—Chair	<del>Christopher Cardona</del>	Kandace Knudson
Stephanie Curry—2 <sup>nd</sup> Chair	Steven Han	Malinni Roeun
Daniel Scott	Jaime Alonzo (CVC-OEI rep)	Michelle Pacansky-Brock

**II. Call to Order and Agenda Adoption and Approval of 8/30 and 10/4 Minutes**

The committee approved the minutes from 8/30/21 and 10/4/2021 by consensus

**III. Minutes Volunteer:** Stephanie will take minute

**IV. Shout Outs, Affirmations, and Lean-in**

Chair Karen celebrated the work of the committee and member accomplishments

**Woohoo on:**

1. Two Rostrum articles published in November 2021 Rostrum
2. Resolution 7.02 [HyFlex Modality Accounting and Apportionment](#) in Fall 2021 Plenary Resolutions Packet
3. Preparation for F21 Plenary Breakout on “Best Practices in Online Teaching” (Christopher, Karen, and LaTonya Parker co-presenting)
4. Ongoing work to update a White Paper and write a NEW White Paper
5. Kudos to Stephanie on successful Curriculum Regionals last week and also Academic Academy
6. Michelle @One Equity webinars

**V. Fall Monthly Meetings** (may schedule additional as needed, for instance if needed to finish articles/papers before deadline), **all via Zoom:**

Next meeting will be

December 6, 2021 12:30-2:30

Committee members were asked to bring their calendars to the next meeting to schedule Spring meetings

VI. **Current 2021-22 Online Education Committee documents/files are online in two places** (already reviewed at 8/30/2021 meeting; keeping it on agenda here for reference only)

Links provided for reference to the committee

[Google Shared Folder](#)

(<https://drive.google.com/drive/folders/1YjAFI59r2tZE2FEk0-G-GNLS0EcRslsd?usp=sharing>)

[ASCCC Online Education Committee website:](#)

<https://asccc.org/directory/online-education-committee>

VII. **Committee Goals and Priorities** (already reviewed at 8/30/2021 meeting; keeping it on agenda here for reference only)

1. Review [last year's committee recommendations](#) (links to a Google doc in our Committee's Googledrive folder)
2. Review [resolutions assigned](#) (click on "Resolutions" tab on bottom of the site)
3. For Your Information about the larger picture of ASCCC goals: [ASCCC Strategic Plan](#)
4. Develop committee work plan

VIII. **Plenary Fall 2021**

The committee reviewed details on the fall 2021 plenary

IX. **Rostrum Articles 2021-22:**

Committee has submitted TWO Rostrum articles by the September 24 deadline, and they are NOW PUBLISHED in the [November 2021 Rostrum](#)

["How Student Engagement Can Mitigate Enrollment Fraud"](#) by Karen Chow & Stephanie Curry

["What is Hyflex, and Why Do I Keep Hearing About It?"](#) by Erin Heasley Instructional Designer- Reedley College

The committee brainstormed possible Rostrum Topics

**Potential Rostrum Articles**

- New DEI Definitions and Title 5- Karen, Stephanie, Kandace
- @One Professional Development- Jamie and Michelle

- Teamwork: the partnership of the Instructional Designers and Distance Education Coordinators -Kandace (February Deadline)
- CVC Scaling POQR Quality in Distance Education (Scorecards)- Jamie  
[https://onlinelearningconsortium.org/consult/olc-quality-scorecard-suite/?gclid=CjwKCAjwoP6LBhBIEiwAvCcthdhBBTTgDPBhOt\\_r1mdc8gc-WPyhJ4NrGU3qVMgamHnEMJdCf064BoCq78QAvD\\_BwE](https://onlinelearningconsortium.org/consult/olc-quality-scorecard-suite/?gclid=CjwKCAjwoP6LBhBIEiwAvCcthdhBBTTgDPBhOt_r1mdc8gc-WPyhJ4NrGU3qVMgamHnEMJdCf064BoCq78QAvD_BwE)

### Previous ideas

- Accessibility Equity and Online Education
- Academic Integrity, Equity and Online Education
- Student Engagement and Federal Guideline Changes in Online Education

### Rostrum Deadlines

January 3, 2022 for final publication to the field February 7, 2022

February 25, 2022 for final publication to the field April 6, 2022

## **X. Papers Brainstorming**

- A. Update to 2018 ASCCC White Paper “Ensuring an Effective Online Program: A Faculty Perspective”

Suggestion to frame the paper in equity and student success lens for the paper.

- 2018 ASCCC White Paper “[Ensuring an Effective Online Program: A Faculty Perspective](#)”
  - [CCCCO Distance Education Accessibility Guidelines](#)
  - [Distance Education Guidelines](#) Updated (shared by Kandace at Oct. 4 meeting)
  - [Distance Education Compendium Guidelines](#) Updated (shared by Kandace at Oct. 4 meeting)
- A. [Mark-up Google doc version](#) of 2018 Paper to capture where we want to update. Discussion at Oct. 4 meeting resulted in group’s agreement to look at the Distance Education Guidelines and Distance Education Compendium Guidelines Updated documents that Kandace shared to see what else we could include/update from those documents into this updated White Paper
- B. Committee assignments for the paper revision
    - Introduction. (Karen)
    - Effective Practices for Offering Online Courses. (Dan)
    - The Role of the Academic Senate and Other Governance Groups in Online Education. (Stephanie Curry)
    - The Role of the Curriculum Committee. (Stephanie Curry)
    - The Role of the Distance or Online Education Committee (Christopher)
    - The Role of the Professional Development Committee. (Malinni)
    - Potential Roles of Other College Committees. (Karen)
    - Consultation with Collective Bargaining Groups. (Karen)
    - The Role of Student Support Services (Stephanie)
    - Authentication of Students. (Kandace)
    - Andragogical and Instructional Challenges in Online Education (Stephanie)

- Regular and Effective Contact/Regular Substantive Interaction. (Kandace/Michelle)
- Laboratory Courses in Online Education (Karen/Robert)
- Design and Evaluation of Online Course Content (Stephanie)
- Evaluation of Online Instruction. (Stephanie)
- Professional Development. (Malinni/Michelle)
- Accessibility (Kandace)
- Equity and Diversity in Online Courses. (Dan/Michelle)
- Conclusion. (Karen)
- Recommendations (Karen)

Review sections for December Meetings and report out on what type of changed needed.

## XI. Title 5 Language Update on DE

Kandace updated the committee on the Title 5 language on regular and substantive contact between students. CCCCO want to align with federal requirements. DECO wanted it to be more rigorous. CIOs want it more flexible.

CIO suggested language *(a) Any portion of a course conducted through distance education includes regular effective contact and substantive interaction between the instructor(s) and students, (and among students as if described in the course outline of record or distance education addendum where applicable), either synchronously or asynchronously, through group or individual meetings, orientation and review sessions, supplemental seminar or study sessions, field trips, library workshops, telephone contact, voice mail, e-mail, or other activities. Regular effective contact is an academic and professional matter pursuant to sections 53200 et seq.*

This is the language expected to be at the BOG for the second read

DECO is concerned and will bring forward public comment to the BOG committee meeting in November 2021

## XII. January 2022 In-Person Meeting

The committee agreed to meet on January 21, 2022 at De Anza college with a focus on updating the online education paper.

## XII. Online Ed systemwide “Coffee Hour” in Spring 2022?

Karen shared the idea of an Online Education Coffee Hour in Spring 2022 perhaps in partnership with DECO and CVC

### I. CVC Exchange Update

Jamie Alonzo provided an update on the CVC Course Exchange. He explained the difference between a teaching and home college. More information can be found at [cvc.edu](http://cvc.edu). Goal of the exchange is to support student completion. He shared data on enrollments, impact of badging, and top disciplines searched.

## **II. Announcements**

### **Updated events were shared with the committee**

A. Check for upcoming ASCCC events at [here](#)

- [Part Time Virtual Institute](#) Feb 10-11, 2022
- [Accreditation Institute](#) - Feb. 25-26 Hybrid Event \*Subject to change
- [Spring Plenary Session](#), April 7-9, 2022, Hybrid Event, Los Angeles Marriott Burbank
- [Career & Noncredit Institute](#) May 12-14, 2022 Hybrid Event \*subject to change
- [Curriculum Institute](#), July 6-9, 2022 Hybrid Event \*subject to change

**The meeting was adjourned at 1:58pm**