District Administrative Center DDEAC Minutes - Draft Thomas G. Lakin Boardroom, 108 Wednesday, February 6, 2019

Present: Matthew Moore, Scott Wolf, Sharon Oxford, Dan Kumpf, Anasheh Gharabighi, Laura Gentry, Becky Brister, Rick Carnahan, Araceli Trujillo,

Gwendolyn Lewis-Huddleston, Diane Scorfano, Ray Tracy, Jennifer Kalfsbeek-Goetz

Recorder: Erin Askar

Absent: Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to
Call to order	The meeting was called to order at 4:01 pm by Dan Kumpf		Day of meeting	All
Approval of Meeting Minutes	Approved			Erin
DDEAC Review	Minutes and agendas now posted on DDEAC web page			Dan Kumpf
OEI/CVC	 OEI Course Review incentive discussion Many colleges have shared that they are using monetary and non-monetary incentives for faculty to put their courses through the OEI process Non-monetary incentives College service hour credit Conference travel (ie, OTC) Our district does not currently have a mechanism to compensate faculty for being OEI reviewers or putting their courses through OEI Can only put a course through that is already being taught online and course must be from a school that is a member of the OEI Consortium Currently OC is not a part of the Consortium, but can start making preparations for when they join next year Monetary incentives to come from district? Columbia College using Canvas savings and Guided Pathways funding to compensate faculty At VC, Strong Workforce money is being used to pay faculty to develop OER for their courses (as professional experts). Can this model be used for OEI work? Dan to contact HR about how faculty can be paid before the next DDEAC meeting 			Dan Kumpf
	OEI Consortium meeting, January 25			Dan Kumpf/Aneshe
	 No cuts or additions to OEI budget for the coming year 			Kumpi/Amesile

	Augmentation grant opportunity rolling out soon for		
	improving online pathways and access to online		
	programs. Individual colleges or collaborations		
	(encouraged by OEI) can apply and the award is up to		
	\$500K. Two phases to the grant:		
	 Phase 1 – local college to develop what they 		
	will use the money for and submit a proposal		
	 Phase 2 – IOP grant awards will be disbursed 		
	May/June 2019 - funds to be spent by June		
	2020		
	 OEI not providing a lot of direction - looking for 		
	plans to come from grant applicants		
	 Process starts with Letter of Intent – Gwen to 		
	send due date and summary of ideas to the		
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	group		
	Introduction of EXCEL/CVC – 'Exchange Cross		
	Enrollment Link'		
	 POCR (Peer Online Course Review) 		
	 Discussion of how to build a local POCR 		
	 4 colleges presented on how their teams were 		
	developed – all stated that accessibility took		
	the most time to address		
	 All of these teams were compensated in some 		
	way – paid per course, in addition to		
	technology awards ie ipads and tablets, for use		
	while reviewing the course		
	Consortium membership requirements		
	 Online tutoring (NetTutor) and online counseling 		
	(Cranium Cafe) services must be deployed		Matt
	 How did VC meet these consortium requirements? 		
	Trained one counselor (Brandon) on Cranium		
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	Café - hoping to train others as student demand warrants it. Brandon offered a few hours a		
	week initially and is now adding more time. He		
	is also a member of the DE advisory group		
	 VC Tutoring Center added NetTutor to their 		
	offerings. NetTutor available to MC also		
	Currently 142 classes are OEI/CVC aligned statewide		
DAC, MC, OC, and VC	DAC		All
Updates	 No updates since ITAC meeting 		
	MC		
	Faculty members moving forward with Design Academy		
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	 last meeting was on Monday. Advisory group has decided to use DE PD money to send faculty to the OTC conference this summer Conducted Ally demo for DE committee CVC/OEI – sending reminders to faculty to complete orientation in order to be certified Enrollment management – 33% increase in online classes over last summer Tracie is running the current OTTCC session at MC DE Committee meeting February 7 – there will be a Zoom demonstration for how to schedule meetings in Canvas Scott Wolf developing music app – requesting Title V money to pay for 1 year membership to IMS local consortium (sets standards for apps that communicate with Canvas and other LMS) Continuing to work on summit More faculty having Ally turned on for their courses Matt and Sharon are revising the OTTCC training program to provide a template that would bypass the first two weeks' worth of module creation assignments VC not a part of the pilot group that is currently exchanging classes (VC was part of initial group) VC anticipates being 'invited' to rejoin exchange by late Fall 2019 		
115 th College Workshop at the Institute for the Future	 Marketed as a training, but in practice appeared that attendees were acting as consultants for the state Very well-funded event - high end keynote speakers and historian present Overall message of workshop was a focus on delivery of material to the 'working learner', not content Many new tools showcased; good opportunity to try tools and observe trends in educational technology 115th College is backed by the state of CA and their funding has already been allocated (not held to funding models of the other 114 colleges) Has already applied for accreditation (fast-track) and is being reviewed Has an extensive website Present themselves as non-competitor to the 		Dan Kumpf /Stephanie/ Matt

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ITAC Undate	community colleges as they are a non-degree granting entity (they will grant certificates and proficiency awards). Where are the industry partners for these awards/certificates? O Goal to act as a feeder to the community college campuses and serve students who are unsure about going straight to a community college No participatory governance structure Crystal Kallik from VC is serving on their statewide committee as a faculty representative. Unsure of what the role of the committee will be		Dan Watkins
ITAC Update	 Technical and infrastructure issues discussed at ITAC and bugs are being fixed Class Climate (evaluation software) is being updated Dan Watkins will be have a meeting with the DAC executive team to discuss the current process and how it can be improved Moving Banner to the Cloud Banner will be down weekend of March 15 for updates Will still be able to update Canvas, but will not be able to access Banner 		Dan Watkins
Other	 DDEAC group agreed to form a subgroup to discuss DE and labor contract alignment at the last meeting. MC and OC to name potential subgroup committee members at the next meeting Canvas is coming out with tool similar to Respondus in the near future District to purchase software licenses on behalf of all 3 schools? Doesn't necessarily result in savings Registration for DE Summit going out in the next week. To date there are 9 presenters/speakers, a keynote speaker, and a student panel OER (low cost) course logo – Gwen to send out ideas What will the price threshold be? Equity team should have a say in what price is chosen 		All
Adjournment	The meeting was adjourned at 5:31 pm		