

## District DEAC Meeting Minutes

*Date:* Monday, November 26, 2018

*Time:* 2:30pm – 3:30pm

*Present:* Lezlee Ware, David Reed, Allison Hughes, Erica Reynolds, Bianca Roweden-Quince, Jaz Robinson, Christopher Robinson, Ricardo Flores and James Houpis

*Next Meeting:* Monday, January 28, 2019 (2:30pm - 3:30pm)

1. Allison will manage the District DEAC website (permissions will be confirmed through Alan)
2. CurricuNet – DE Addendum/Supplement update and continuity among campuses – including regular and effective contact
  - a. These updates will be worked on during the summer by Erica and Paul

Board approval on regular and effective needs to be confirmed. Lezlee will confirm the status.

Accreditation and regular & effective contact → evaluation, policy, where posted (Jaz), evidence – post on CurricuNet (all 3 campuses), DE Handbook, how to achieve regular and effective contact will be detailed in each campuses' handbook

Peer review committee – Bianca (district-wide). Establish DE Peer Review Committee for each campus in order to confirm that policies are being followed in each online course.

Bianca has something - march flex regular and effective (who is behind screen)

Faculty Accessibility Support Position: description, full-time, instructional technologist with accessibility focus or online accessibility specialist, training, canvas expert, understands how to assist faculty, problem-solver, not too niched, universal design, instruction+ for ada compliance (campus-wide), student-assistants to do some of the captioning, Bianca or Erica have a copy of the original job description and will share with our group.

Re-training cycle: 3 years because things can change significantly (keep up with best practices and pedagogy), standard of quality for student consistency

- Technology v pedagogy
- Outside training (provide certificate, training outline and then course review)
- Pool of peer reviewers to help with consistency
- Tool gap and culturally responsive teaching (equity) – time sensitive
- 2019-2020, 2020-2021 (tools and pedagogy across the curriculum) – with AS input
- Erica and Bianca will work on this.

Technology plan (void of how it interacts with instruction and pedagogy)

- What do we need to advance DE?
- Interaction with furniture?

- Not enough money (\$15m/3 campuses)
- Adjunct faculty and lack of equipment
- Need to ask faculty (survey draft created)
- Faculty open forum (follow-up forum)
  - o What do you need in your classroom?
  - o What are you struggling with?

Campus closures (in future) to include the virtual campus, as well. This will help to address confusion regarding faculty responsibilities during these emergency situations.

DRAFT