

## Distance Education Standing Committee

*Moorpark College's Mission Statement*

*With a "students first" philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career technical education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.*

### Committee Charter:

The Distance Education Committee makes recommendations on college-wide planning and accreditation issues related to distance education activities.

The specific tasks of this committee are:

- Review and evaluate campus-wide student success and equity data related to distance education
- Develop and promote best practices that contribute to the quality and growth of distance education at Moorpark College
  - Provide guidance on professional development activities related to distance education
- Monitor and document compliance with accreditation standards and state and national regulations

### Agenda – April 27, 2022 2:30 PM – 4:00 PM, Zoom Meeting

Division/Position	Name	Present	Division/Position	Name	Present	
<b>Co-Chairs</b>	Michael Ashton	x	<b>Arts, Media &amp; Communications</b>	Anasheh Gharabighi	x	
	Christy Douglass	x		Suzanne Fagan	x	
<b>English and Student Life</b>	Diane Scrofano	x		<b>Dean</b>	Becky Brister (alt)	
	(vacant)				Josepha Baca	x
<b>Access, Kinesiology, Athletics, Library, Math, DE &amp; Teaching and Learning</b>	Chris Copeland		<b>Student Service Council</b>	Claudia Wilroy		
	Jackie Kinsey	x	<b>Instructional Technologist/Designer</b>	Tracie Bosket	x	
	Sarah Martingson (alt)	x		(vacant)		
<b>EATM, Life &amp; Health Science</b>	Jana Johnson		<b>ACCESS</b>	Matthew Spinneberg	x	
	Rachel Messinger	x	<b>Acad. Senate President (non-voting)</b>	Erik Reese		
	Ashley Vaughan (alt)		<b>DE Coordinator (non-voting)</b>	Kelsey Stuart	x	
<b>Physical Science and Career Education</b>	Loay Alnaji		<b>POCR Coordinator (non-voting)</b>	Anasheh Gharabighi	x	
	Esmail Nikjeh	x	<b>ZTC Coordinator (non-voting)</b>	Cindy Sheaks-McGowan	x	
<b>Business, Social and Behavioral Sciences, Child Development and Languages</b>	Brian Herlocker	x	<b>Associated Students (non-voting)</b>	Kobe Catton		
	Rex Edwards		<b>GUESTS:</b> - Steven Bach – Student - Noah David – Student - Kenny Plummer – Athletics - Matt Calfin – Dean - Oleg Bespalov – Dean			
	Ruth Bennington (alt)	x				
	Cindy Sheaks-McGowan (alt)	x				
<b>A&amp;R, Counseling, Student Life and Support, EOPS, and Student Health Center</b>	Kelly Porto-Garcia	x				
	Danita Redd		Voting Members = 19    Quorum = 10			

DE Committee Meetings	Meeting Calendar	08/25/21 (Zoom)	09/22/21 (Zoom)	10/27/2021 (Zoom)	11/17/21*
4 <sup>th</sup> Wednesday 2:30	Meeting Calendar Spring 22	4/26/2022	2/23/2022	3/23/2022	4/27/2022

## *Distance Education Standing Committee*

### AGENDA

Topic	Discussion/Comments	Action
<b>1. Announcements &amp; Comments (2:30-2:35pm)</b> <ul style="list-style-type: none"> <li>• Thanks to our Administrative Professionals!</li> <li>• PRT Visit: Thursday 5/5</li> <li>• Commencement Volunteers Needed 5/20</li> <li>• Online Teaching Conference: 6/29-7/1                             <ul style="list-style-type: none"> <li>○ In-Person in Long Beach</li> </ul> </li> </ul>	Called to Order 2:37 pm	
<b>2. Adoption of Agenda &amp; Approval of March 23, 2022 Minutes – Michael Ashton (2:35-2:40pm)</b>	<b>Adoption of Agenda:</b> Motion to approve - Ruth B., 2 <sup>nd</sup> - Jackie K. <b>Approval of March 23, 2022 Minutes:</b> Motion to approve - Christy D., 2 <sup>nd</sup> - Jackie K.	Pass Pass
<b>3. Student Feedback – Steven Bash (2:40-2:50pm)</b>	<ul style="list-style-type: none"> <li>• Student Feedback: Presented proposal of student hub to connect students with campus resources and increase student engagement.</li> </ul> <p><b>Motion to Support Student Hub:</b> Motion to approve - Christy D., 2<sup>nd</sup> - Tracie B.                      The Moorpark College Distance Education Committee hereby supports the President's Student Leadership Forum in its efforts to increase student engagement for online learners. We support the development of a resource hub to better connect the online student population to campus information in resources</p>	Pass
<b>4. OER/ZTC Wrap Up – Cindy Sheaks-McGowan (2:50-3:00)</b>	<ul style="list-style-type: none"> <li>• Discussed student feedback and survey results over the impact of high cost course materials. Student responses indicate concern over the cost of course materials.</li> <li>• Spring 2022: 415 zero textbook cost (ZTC) and 45 low textbook cost (LTC) courses.</li> <li>• Upcoming events: Cal OER (online) - August 3-5, 2022, OERI Discipline Events – May 2022, OERI: Amplifying Student Voices - May 13</li> </ul>	
<b>5. Online Course Outcomes and Equity Data – Oleg Bepalov (3:00-3:10)</b>	<ul style="list-style-type: none"> <li>• Course success rate data from Fall 2020 and Fall 2021 show an increase in Moorpark College's course success rates during pandemic.</li> <li>• Identified a consistent gap between online and in-person course success rates throughout the last five years.</li> <li>• Identified significant equity gaps whether classes are pre-pandemic or post-pandemic, online or in person.</li> </ul>	
<b>6. Review BlackBoard Ally Date – Matt Spinneberg (3:10-3:20)</b> <ul style="list-style-type: none"> <li>• Instructor/Institutional Accessibility Score</li> <li>• Alternate Format Downloads Data from Student Requests</li> </ul>	<p><b>Motion to support the research of BlackBoard Ally data</b> in the hopes that the findings will better inform our future goals and activities surrounding accessibility in online courses:                      Motion to approve - Christy D., 2<sup>nd</sup> – Tracie B.</p>	Pass
<b>7. RSI Guidelines Next Steps – Christy Douglass &amp; Tracie Bosket (3:20-3:30)</b>	<ul style="list-style-type: none"> <li>• Planning to develop training and informational items over the summer to assist faculty on meeting RSI guidelines in their courses. See Christy or Tracie if interested.</li> <li>• Reviewed and met committee goals of assessing instructional technology, reviewing regular and effective contact policy.</li> </ul>	

## Distance Education Standing Committee

Topic	Discussion/Comments	Action
<b>8. Camera Use Policy Analysis – Kelsey Stuart (3:30-3:40)</b>	<ul style="list-style-type: none"> <li>Camera Use Policy Survey: <a href="https://ventura.co1.qualtrics.com/jfe/form/SV_6g6JNn4dHRMOyLl">https://ventura.co1.qualtrics.com/jfe/form/SV_6g6JNn4dHRMOyLl</a></li> <li>Out of 35 responses, 80% of faculty were aware of camera use policy. 60% adopted the policy with the majority not requiring camera use.</li> </ul>	
<b>9. POCR Updates – Anasheh Gharabighi (3:40-3:50)</b> <ul style="list-style-type: none"> <li>We are officially POCR Certified!</li> <li>Badging process</li> <li>Independent review option</li> </ul>	<ul style="list-style-type: none"> <li>Moorpark College is officially POCR certified.</li> <li>Independent alignment review: Instructors with a copy of a POCR aligned course can be certified if they complete a DE training program equivalent to the CVC-OEI's training process.</li> </ul>	
<b>10. Wrap Up – Christy Douglass (3:50-4:00)</b> <ul style="list-style-type: none"> <li>VCCCD DE Summit Follow Up</li> <li>DE 22/23 Membership</li> <li>Committee Evaluation</li> <li>End of Year Celebration</li> </ul>	<ul style="list-style-type: none"> <li>DE 22/23 Membership: Please coordinate DE membership for the 2022-23 academic year with your department.</li> </ul> <p>Committee Evaluation: <a href="https://ventura.co1.qualtrics.com/jfe/form/SV_062WTtrGtFc6wce">https://ventura.co1.qualtrics.com/jfe/form/SV_062WTtrGtFc6wce</a>            Celebration Doodle Poll: <a href="https://doodle.com/meeting/participate/id/e31Kwqpb">https://doodle.com/meeting/participate/id/e31Kwqpb</a></p>	
<b>11. Comments:</b> <ul style="list-style-type: none"> <li><b>Adjournment at 4:11 pm</b></li> </ul>	Motion to Extend: Christy D. 2 <sup>nd</sup> Rachel M. Motion to Adjourn: Christy D. 2 <sup>nd</sup> - Tracie B.	Pass  Pass