



# ACADEMIC SENATE for California Community Colleges

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## ASCCC Online Education Committee August 30, 2021

### MINUTES

**Attendance:** Karen Chow, Stephanie Curry, Christopher Cardona, Kandace Knudson, Stephen Han, Malinni Roeun, Daniel Scott

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I. Call to Order and Agenda Adoption

The meeting was called to order at 12:05pm and the agenda was adopted by consensus.

II. Committee Charge

The committee reviewed the current and proposed updated committee charge

III. Shout Outs, Affirmations, and Lean-in

The committee completed a short introduction activity—Share: What do you teach, and what are your top issues and concerns related to online education?

Concerns included: Accessibility, DE Guidelines, Updating the 2018 paper, Equity, Academic Freedom, Online Test Taking/Monitoring/Proctoring Programs, Professional Development for all faculty, Student Engagement in the Online Environment, Continuation of Student Support Services beyond Pandemic, Guidance on Access and Equity with Online Education, Hyflex modality

The committee reviewed proposed norms and expectations for committee members and the chair.

IV. Committee members were asked to submit their contact information in a Google Doc

[Google Form \(https://forms.gle/JuQCJ5VwU4R5orHSA\)](https://forms.gle/JuQCJ5VwU4R5orHSA)

V. Committee established fall meeting dates

October 4, 2021 from 12:30-2:30  
November 1, 2021 from 12:30-2:30  
December 6, 2021 from 12:30-2:30

VI. The chair introduced the current 2021-22 Online Education Committee documents/files

[Google Shared Folder \(https://drive.google.com/drive/folders/1YjAFI59r2tZE2FEk0-G-GNLS0EcRslsd?usp=sharing\)](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

A. Review [last year's committee recommendations](#) (links to a Googledoc in our Committee's Google Drive folder)

- The committee reviewed the recommendations from the previous committee. The committee discussed the Online Guidelines previously worked on by D-TAC. CCCCCO has said they will not be releasing the guidelines, preferring memos. The current draft needs to be updated, could be done in partnership with DECO to get a process of updating the information. Could take the needed changes and put it into a regular update for the Ensuring an Effective Online Program paper. Need to update in light of the pandemic and changes in online education and need new processes for emergencies. Review updates of Title 5 including regular and substantive interaction to be added to paper.

Committee members asked to review paper for the October meeting making notes where it needs updates or new sections. Committee members will also review outstanding resolutions for possible inclusion in paper.

Committee will support an article on hyflex for the November Rostrum. Stephanie and Kandace will work on a resolution on hyflex coding and apportionment.

B. Review [resolutions assigned](#) (click on "Resolutions" tab on bottom of the site)

- The committee reviewed the resolution (9.04.S19) on accessibility of educational materials. Need to review Title 5 55206, equity and accessibility with effective practices. Perhaps recommend further collaboration with other groups to address workload issues. Possible paper on how to make a class accessible from A-Z. Paper would discuss the realities of struggles to make courses accessible and use paper to make recommendations on how to make resources and support available to implement recommendations.

Karen and Stephane will start an outline for committee discussion at October Meeting. Items could include 508 requirements, equity, syllabus, assignments and course materials, professional development, role of senates, checklist, working with DSPS.

C. For Your Information about the larger picture of ASCCC goals: [ASCCC Strategic Plan](#)

The ASCCC strategic plan and goals was shared with committee members.

VIII. Plenary Fall 2021

A. [Break-out topics](#) brainstorming

1. Accessibility, Equity and Online Education
2. Academic Integrity, Equity and Online Education
3. Teamwork: the partnership of the Instructional Designers and Distance Education Coordinators
4. Student Engagement and Federal Guidelines Changes in Online Education

IX. Announcements

The chair reviewed upcoming events, opportunities and deadlines

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

- Academic Academy (October 7-8)
- Area Meetings (October 15 & 16)
- Plenary (November 4-6)

X. Adjournment

The committee adjourned at 1:54pm