

ONLINE TEACHING AND LEARNING COMMITTEE MEETING



Location: 70-173 or via Zoom



Date: 11/13/2024



Time: 10-10:55 AM

MINUTES

I. Approved: Minutes from 10/23/24

II. Approved: Agenda

III. Announcements

The U.S. Education Department (ED) failed to publish final rules on distance education, Return of Title IV Funds (R2T4), and TRIO eligibility by November. As a result, the regulations cannot be required to take effect when the next award year starts on July 1, in keeping with the requirements of the Higher Education Act.

IV. HyFlex Update

Elisabeth shared that she will be stepping down from her role as HyFlex coordinator after this academic year. The discussion also highlighted the mixed responses from faculty regarding the HyFlex program, with some finding it beneficial while others struggle with the technological aspects.

V. Addressing Student Engagement and Aid

Adelle discussed the issue of students languishing on rosters without any activity, which could lead to financial aid issues. Jeanette raised concerns about students going into debt and the need for clear directives. Adelle clarified that the college's financial aid policy requires tracking the last date of engagement. She also mentioned that no one is questioning the faculty's reported last date of engagement. The team agreed on the need for clear guidelines and better tracking of student engagement.

VI. Canvas Platform and AI Tools Discussion

Dawn shared that Canvas is introducing a suite of AI supplementary tools, including Khanmigo, which is a separate tool from Canvas. Khanmigo is a teacher-only tool that can be found under settings in the navigation section. Dawn noted that these tools are not visible to students. She also mentioned that these tools are not significantly different from what can be done with Chat GPT or similar platforms.

VII. AI Tools and Faculty Autonomy

Adelle discussed the ongoing debate about the use of AI in teaching, highlighting the challenges of balancing faculty autonomy with the need for guidance. Dawn also presented two new tools from Canvas: an inbox auto-translation feature and a discussion/announcement tool. The decision on whether to implement these tools lies with faculty, with the option to turn them on or off at the account level. Some suggested that these tools could be beneficial for students with non-English primary languages and could improve communication. The committee agreed to further investigate the tools and their potential impact.

VIII. AI Community of Practice

Adelle mentioned her plan to run the AI community of practice again in the spring with Rukiya Akua as her co-lead, inviting interested participants to join.

OTLC ATTENDANCE (HIGHLIGHTED)

Ex Officio Members:

- ☐ Adelle Roe, OTLC Chair
- ☐ Dawn Heuft, Instructional Design Technology Specialist
- ☐ Elisabeth Burke, HyFlex Coordinator
- ☐ Jeanette Calo, POCR Lead
- ☐ Tate Hurvitz, LTR Dean

Senate Appointed Members:

- ☐ Peter Brooks, AHN (Allied Health and Nursing)
- ☐ Virginia Young, ALC (Arts, Languages and Communications)
- ☐ Carl Fielden, ARC (Accessibility Resource Center)
- ☐ Michelle Soltero, CTE/WD (Career Technical Education/Workforce Development)
- ☐ Natalye Harpin, ESBS (English, Social and Behavioral Sciences)
- ☐ Felicia Kalker, LTR (Learning and Technology Resources)
- ☐ Tim Cliffe, MNSESW (Mathematics, Natural Sciences, Exercise Science and Wellness)
- ☐ Zayden Tethong, OER (Open Education Resource Liaison)
- ☐ Jennifer Andrews, Part-time Faculty
- ☐ Nancy Boskin-Mullen, Part-time Faculty

Vacant (Counseling)

ADVISORY/RESOURCE MEMBERS:

- Vice President of Academic Affairs or designee – Agustin Albarran

- Faculty Curriculum Co-Chair—Dee Aceves
- Information Systems Personnel
- Technology Support Personnel

ATTACHMENTS:

RESOURCES:

- [OEI \(Online Education Initiative\) Course Design Rubric](#)
- [Peralta Equity Rubric](#)

NEXT OTLC MEETING

See you in 2025! December 11, 10am, is canceled due to CVC POCR norming at the same time