




ONLINE TEACHING AND LEARNING COMMITTEE MEETING

-  Location: 70-173
-  Date: 2/14/2023
-  Time: 10-10:55 AM

MINUTES

- I. Minutes from November--Approved
- II. Agenda--Approved
- III. Welcome Back
- IV. Committee Membership

Michelle Soltero introduced herself as the new representative from the Child Development Education Family Studies Department, representing CTE/WD. Adelle Roe proposed changes to the committee structure, suggesting the addition of Jeanette (POCR lead) and Elisabeth (HyFlex Coordinator) as permanent roles to better represent the distance education team. The committee agreed on this proposal.

- V. POCR (Peer Online Course Review) status update—Dawn

Dawn discussed the status of the POCR program, noting its successful completion of the Fall buy-in and the upcoming orientation meeting.

- VI. HyFlex Report—Elisabeth

Elisabeth provided an update on HyFlex, reporting a successful semester with a high success rates and plans for further trainings. A summary of the HyFlex program was provided to Senate last week, with the [highlights captured here](#).

- VII. ID Report/Updates—Dawn

Tabled until next meeting

- VIII. DE Addendum Update—Adelle

Adelle Roe presented an updated DE addendum, aiming to streamline the process and work well with the new Curriculum Management System. She explained that it's gone through months of revision meetings with her, Jane Gazale (Curriculum Chair at Cuyamaca), Dee Aceves (Curriculum Chair at Grossmont) and Bri Brown (DE Coordinator at Cuyamaca). The committee agreed to move it forward to Senate.

- IX. DE Recertification Update—Adelle

CURRENT CONTRACT LANGUAGE:

(Online Teaching Certification): All online instructors, prior to their first assignment, shall complete District provided training in online pedagogy, an online learning management system and accessibility standards or demonstrate mastery or competencies in these areas as approved by the appropriate Dean or designee. Such training, or any training needed to make the unit member proficient in a new online learning management system, shall be compensated either via the unit member's professional development obligation or at the unit member's non-classroom rate of pay, at the option of the unit member with approval of the dean. A unit member who, during employment with the District, is required to complete any of the aforementioned training in order to receive approval to instruct an online course shall be reimbursed for the cost of tuition, books or materials, and/or training fees, if any. The unit member shall first notify his/her dean of the anticipated costs and receive the approval of the dean for reimbursement before the training begins.

POTENTIAL CONTRACT ADDITION:

RECERTIFICATION: Additionally, every 3 academic years, instructors shall renew their DE Certification by completing 5 hours of training in online teaching methodologies, the District's current online learning management system, accessibility standards, and/or regulations as approved by the appropriate Dean or designee. Recertification hours that go beyond the unit member's FLEX obligation will be compensated at the unit member's non-classroom hourly rate of pay.

Adelle discussed the proposed amendment to the contract language. The current contract requires training once in a lifetime, which is insufficient to maintain currency in online education best practices, standards, and regulations. The proposed amendment aims to ensure faculty stay updated by renewing their certification every three academic years through 5 hours of training in online teaching methodologies. This amendment to the contract has been discussed for months in a districtwide Recertification Committee, which includes representatives from various departments, both colleges, and the union. Four representatives of Grossmont's OTLC are on the committee.

The group discussed the flexibility of the proposed recertification, which could include Flex week sessions, winter or summer camp sessions, POCR, or courses through @One. The activities can be completed within a year of needing recertification. The compensation for extra hours could be in addition to Flex requirements, or as part of Flex. The team agreed that this proposal, which might seem like a lot to some faculty, could be presented as providing flexibility and meeting needs for updated online teaching strategies. The committee concluded that the proposal was a reasonable ask and that it would next be presented to the Senate.

X. Generative AI—Adelle

Adelle shared that she has published two modules in her generative AI community of practice and invited others to view them. Lastly, she addressed the issue of generative AI detection

services, noting their unreliability and general lack of support from other local colleges, adding that major universities have studied their efficacy (unfavorably) such as Stanford and Harvard.

XI. Additional Comments/Announcements

None.

Meeting adjourned 10:55am.

OTLC ATTENDANCE (HIGHLIGHTED IF PRESENT)

Name	Representation
Adelle Roe	OTLC Chair
Dawn Heuft	ID Tech Specialist
Jeanette Calo	POCR Lead
Michelle Soltero	CTE/WD (Career Technical Education/Workforce Development)
Virginia Young	ALH (Arts, Languages and Humanities)
Elisabeth Burke	ESBS (English, Social and Behavioral Sciences/HyFlex Lead)
Tim Cliffe	MNSESW (Mathematics, Natural Sciences, Exercise Science and Wellness)
Felicia Kalker	LTR (Learning and Technology Resources)
VACANT	Counseling
VACANT	AHN (Allied Health and Nursing)
Carl Fielden	ARC (Accessibility Resource Center)
Bonnie Yoshida	OER (Open Education Resource Liaison)
Nancy Boskin-Mullen (On leave Sp 2024)	Part-Time Faculty
Vacant	Part-Time Faculty
Vacant	Student (2)

Tate Hurvitz

LTR Dean

ADVISORY/RESOURCE MEMBERS:

- Vice President of Academic Affairs or designee – Agustin Albarran
- Faculty Curriculum Co-Chair—Dee Aceves
- Information Systems Personnel
- Technology Support Personnel

NEXT OTLC MEETING

February 28, 10-11am