

ONLINE TEACHING AND LEARNING COMMITTEE MEETING



Location: 70-173 or Zoom



Date: 3/26/2025



Time: 10-10:55 AM

AGENDA

- I. Approval of Minutes
- II. Approval of Agenda
- III. AI templating “wizard”
- IV. Review and discuss current draft of online faculty evaluation

OTLC CHARGE

The Online Teaching and Learning Committee serves as a consultative body on matters of student success, academic policy, course and program development, course and instructor evaluation, as well as instructor training as they pertain to online education. It makes recommendations to the Academic Senate. Recognizing and appreciating the diverse collection of identities, experiences, perspectives, and abilities of the students, faculty, staff, and community partners with whom we collaborate, the Online Teaching and Learning Committee commits itself to enriching academic experiences through the advancement of inclusion, diversity, equity, anti-racist, and anti-oppressive practices.

OTLC MEMBERSHIP

Ex Officio Members:

- ☐ Adelle Roe, OTLC Chair
- ☐ Dawn Heuft, Instructional Design Technology Specialist
- ☐ Elisabeth Burke, HyFlex Coordinator
- ☐ Jeanette Calo, POER 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, M&S (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
- Information Systems Personnel
- Technology Support Personnel

RESOURCES:

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

NEXT OTLC MEETING

April 9, 2025