

ONLINE TEACHING AND LEARNING COMMITTEE MEETING



Location: 70-173 or Zoom



Date: 3/26/2025



Time: 10-10:55 AM

MINUTES

- I. Approved Minutes
- II. Approved Agenda
- III. AI templating “wizard”

Adelle shared her experience creating and sharing an AI chatbot that templates OER content into DesignPlus templates using an iframe. She demonstrated how the chatbot auto-generates an overview, descriptive link, quick check, and connection to the next chapter. Adelle expressed her desire to test the chatbot for accessibility and ensure it meets all requirements; Carl pointed out that accessibility requirements are a moving target, and offered to help with testing through ARC.

IV. Review and discuss current draft of online faculty evaluation

Adelle explained that she has been feeling some disconnect between the goals of the evaluations task force group and the structural limitations that are emerging, particularly as they relate to the AFT contract currently under revision.

She offered two examples to illustrate her concerns:

1. Student Evaluations

Adelle noted that while student input should ideally play a central role in the evaluation process, the 75% submission threshold required for evaluations to count in the current contract draft makes this unlikely in practice. As a result, student perspectives are often eliminated from the formal process, and peer or manager feedback is used as a proxy. The group shared that some evaluations involve only peer reviewers due to double peer reviews (adopted when deans in large divisions have too many evaluations to complete), and the group agreed that (potentially) relying on a single peer chosen by the faculty member for the entire evaluation score feels out of step with rigorous, equitable evaluation practices.

2. Self-Reflection in Evaluations

Adelle also pointed out that self-reflection, a key practice for growth in DEIA-centered evaluation models, is optional under the current contract (outside of tenure). She

expressed concern that this misses an opportunity to normalize improvement as part of the evaluation culture.

Additionally, Adelle revisited a point raised in a prior meeting about the language in the final evaluation statement, which currently reads, “The instructor meets the standards for employment at this institution.” She shared a preference for more student-focused language such as, “The instructor demonstrates a commitment to effective teaching that supports student success.” Tim pointed out that “student success” is a loaded phrase with problematic definitions.

Adelle shared that in a recent task force session, she struggled with the tension between the potential of the evaluation process and the limitations currently in place. She noted that she was advised to raise concerns through Academic Senate first if she hoped to eventually bring them to AFT, and shared that she sent a written report of her concerns via email to Perla (current Senate president, Grossmont), Sharon (incoming Senate president, Grossmont) and Karen Marrujo (current Senate president, Cuyamaca). She also clarified that she and others had participated in prior input sessions around the contract but felt their contributions were dismissed. Jeanette agreed that in the AFT listening sessions about the contract last year, faculty input was dismissed and the experience was demotivating. Felicia expressed the desire to support positive improvements through Senate as a group.

OTLC ATTENDANCE (MARKED WITH X)

Ex Officio Members:

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

Senate Appointed Members:

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

RESOURCES:

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

NEXT OTLC MEETING

April 9, 2025, 10am