



Online Education Committee Minutes  
September 11, 2019  
Library Basement, Room 10  
1:00 p.m. - 3:00 p.m.

**Present:** Tina Akers-Porter, Patrick Bettencourt (Co-Chair), Paul Brogan, Ashli Bumgardner, Cheryl Chavez, Jacquelyn Forte, Rebecca Ganes, Josh Hash, Steven Miller, Shirley Miranda-Brenes, Kurt Olson, Cynthia Robles (ASMJC Representative), Theresa Rojas, Joshua Sigman, Mary Silva, Mike Smedshammer (Co-Chair),

**Absent:** Jenni Abbott, Amy Duffy, Ryan Guy, Linda Kropp, Joseph Macklin, Laura Maki, Claudia Mery

**Guest(s):** Amy Yribarren

**Recorder:** Colleen Lemburg

**I. Welcome and Agenda Approval:**

M. Smedshammer called the meeting to order at 1:00 pm. Introductions were made. The Agenda was approved after Joshua Sigman requested to add Starfish to the new business items.

**II. Roles <https://mjc.edu/governance/distancedcommittee/index.php> (see p. 35 “Membership” of the 2018-2023 OE Plan)**

The committee reviewed the OEC membership on the MJC website.

**Action Item #1:** Mike will fix the spelling of Theresa Rojas’s name on the website.

**Action Item #2:** Mike will submit the senate representatives to Kathy Haskin for senate approval.  
: Iris Carroll, Professor-Library; Steven Miller, Professor-Political Science; Mary Silva, Professor-Counseling; Rebecca Ganes- Professor - Psychology

**III. Amy Yribarren, Director of Health Services: Pirate Care, a free service that provides 24/7 unlimited access via mobile device or computer to a mental health provider. Set to launch on 8/26.**

Amy updated the committee about Pirate Care.

**Action Item #3:** Mike will work with Amy to create a banner in Canvas to advertise this service to students

**IV. Minutes Approval:** Minutes of April 10, 2019 were approved.

**V. Old Business: Review of Action Items from Previous Meeting**

1. M. Smedshammer will follow up with Sheri Lima for instructor reports from NetTutor.
  - i. Mike has not heard back yet about instructor reports from NetTutor.

**Action Item #4:**

- a. Mike will follow up with Sheri

2. M. Smedshammer will check on student emails appearing in NameCoach.
  - i. Mike reported that student emails do not appear in NameCoach.

3. Final exam time for online classes

- i. Steve Miller will be part of the ad hoc committee. Further discussion will ensue.

**Action Item #5:** Mike will help form the ad-hoc committee.

4. M. Smedshammer will explore creating a Canvas cohort like the REC Cohort that looks at REC among students.

- i. M. Smedshammer is opting out of this and placing his focus on the POCR training as it's part of the OEI rubric.
- 5. Investigate Program Review.
  - i. P. Bettencourt stated that it was completed in August.

## VI. New Business

### 1. Goals for 2019/2020 (2018-2013 OE Plan)

Based off our Program Review, here's our 3 goals:

- 1) Support strategic growth and development that meets student and faculty needs
- 2) Maintain training qualifications and standards and provide ongoing equity focused training and support to effectively leverage LMS tools for on campus, online, and hybrid courses
- 3) Acquire, maintain, and support technologies that increase the effectiveness of online learning

### 2. New Online College

- At the recent College Council meeting, it was evident that we have their support for Online College. P. Bettencourt shared that it's mainly a marketing campaign for what we already do. We're taking what the college has and will bring it all together and package it as an online school. We currently offer two online certificates. We have some online programs where if one or two more courses were offered online, could be completed 100% online. P. Bettencourt says there's encouragement but no pressure. M, Smedshammer believes President Houpis has provided intentional structure to what already exists. There may be parallel online tracts for guided online pathways. Tentatively, this project will be called "School of Online Learning."

### 3. ZTC – Shirley Miranda-Brenes

- Shirley talked about putting together an OER course in Canvas; a 3-week class. Faculty will get information on theory and licensing. She states that faculty are finding good resources. They will have the remainder of the academic year to build the OER course using ZTC. By the following year, there will be zero-textbook cost for the course.
- Shirley attended the ZTC Summit in Valencia. She learned that publishers McGraw-Hill and Cengage are looking into merging. Currently, they have 80% of the market. Students' course work is being sold. Pearson has been hacked. They are investigating if it truly was a hack. Another item is that publishers have managed to convince colleges and universities to give access for college-wide access. This would end up costing each student a flat rate, even if they aren't taking a course that uses the feature. S. M. Brenes believes that there should be an active role in student govt. to educate the student body on what open education means; what is a ZTC course. One school has an Open Education Week; S.M. Brenes believes that this would be a good beginning. She's seeking a subcommittee and is asking for more involvement.
- Comment from S. Miller that not everyone learns better online. Some prefer to read a tangible book. This allows students a choice.
- S. M. Brenes is teaching two future OER courses, Oct. 10 and Nov. 10.
- A small ad hoc committee consisting of A. Bumgardner, P. Bettencourt, I. Carroll, and T. A. Porter (T. A. Porter has an additional name of someone who is

interested). This committee should also include M. Smedshammer, R. Stevenson, and an ASMJC representative.

**Action Item #6:**

Shirley will follow up with the ad-hoc committee.

4. Proctorio

- Mike reported that Proctorio is now installed in Canvas. Instruction and a demonstration are located in the Canvas course, Cool Tools for Canvas. The demonstration is listed "Proctorio Practice Quiz for Instructors". M. Smedshammer showed the report that an instructor would see. This demonstration indicates that students may be required to show ID, and shows when the student looks away from the quiz page (indicating cheating). Proctorio only works in Chrome. This should be a wider discussion about Proctorio with stakeholders and forwarded to Academic Senate.

**Action Item #7:**

Mike will connect with a few faculty about Proctorio and get feedback.

5. Starfish

- Joshua Sigman has received several requests to add Starfish to Canvas. He says it does integrate with Canvas. He'd like to meet with someone to see how it looks and then report back to the committee. M. Smedshammer says he'd be happy to work on that.

**Action Item #8:**

- Mike will connect with Joshua about Starfish in Canvas.

**VII. Reports**

Due to the time constraint, reports were suspended until the next meeting with the exception of the following:

1. District IT Update (J. Hash).
  - i. The IT Department is working with Ellucian. They are looking at branded applications. They will be meeting with developers as a starting point for MJC and CC, and get applications that will be compatible for Apple and Android devices. Within these applications, there will be a registration area. IT will work with Curriculum, Lumen, Single-sign-On. It will be looking at the online course catalog. CurricuNet is shutting down. IT is looking to consolidate data, replacing webadvisor, and looking to update StaffNet. The entire IT Department was able to go through training. Foundation training is now able to test out for certification. Currently, 70% of the team is certified.
2. Disability Services (J. Forte)
  - i. Jacki requested that we help in spreading the information about faculty informing the book store, in a timely manner, of required textbooks. This helps DSPS with alternative media requests.

**VIII. Next Meeting Date & Adjournment**

The next meeting will be Wednesday, October 9, 2019.

Meeting was adjourned at 3 pm.