DepartmentChairs'Committee

Chair: Mary Kjartanson
Thursday, February 21, 2019
1-2:20p.m.

Room R1-101

Minutes

Attendees: Mary Kjartanson,Mary Hart,Larry Pink,Andrew Lowe, Daniel Igou, Carmen Jay, Scott Moller, Kirk Webley, David Mehlhoff, Francois Bereaud, Dan Willkie, Joe Young, Kandace Brandt, Richard Halliday, Duane Short, Gina Bochicchio, Molly Fassler, Becca Bowers-Gentry, Jessica McCambly, Lisa Brewster, Namphol Sinkaset
Guests: Marie McMahon, Laura Murphy, George Kallas, Rechelle Mojica, Xi Zhang

I.   **CalltoOrder:** The meeting was called to order at 1:20 p.m., a quorum present.

II. **ApprovalofAgenda:** The agenda was unanimously approved unchanged. (Pink/Young)

III. **ApprovalofMinutes:** The minutes were unanimously approved unchanged with Sinkaset and Short abstaining. (Pink/Igou)

IV. **NewBusiness**

Distance Education Course Design Standards Resource (Mojica)

Mojica presented the District Education Plan 2018-2019 created by the District-wide Distance Education Steering Committee (DDESC). She reviewed the two-year set of three objectives and actions:

2018-2019

Objective 1: Increase the SDCCD online student success rate to close the gap between
online and on-campus classes in the district by 2% (from DataMart: 2017-2018,
SDCCD on-campus average success rate was 77.34%; the online success rate was 67.98%).

How
Develop an online student orientation that includes how to navigate a course in Canvas and how to be a successful online student using Quest for Success developed by the OEI
Promote the use of the student orientation at their campuses
Set subaccounts for first level college accounts to run analytics to track students' progress/success

Objective 2: Create an external course design review process to ensure high quality
in online courses.

How
Make recommendations on the process for reviewing courses using the OEI rubric
Confirm the adoption of the OEI rubric as an online course quality metric.

Objective 3: Review and recommend support services and tools for successful online learning.

How
Review potential products at monthly meetings
Obtain resources for the purchase of recommended tools
Install tools in Canvas

2019-2020

Objective 1: Continue to increase the student success rate to close the gap between online and on-campus classes in the district by 2%.

How
Promote the use of the student online orientation
Continue training for administrators on the use of the analytics

Objective 2: Create an external course design review process to ensure high quality in online courses.

How
Train faculty on how to review courses using the OEI rubric; develop icon for quality reviewed courses

Objective 3: Review and recommend support services and tools for successful online learning

How
Review products for Canvas and make recommendations
Install tools

Mojica provided an overview of the California Community Colleges Online Education Initiative Course Design rubric. She also announced the schedule for the spring 2019 Canvas Institute. Faculty discussion ensued.

A. **Program Review Equity Data Dashboard (PREDD) (Zhang)**
Zhang presented and demonstrated the data sets available in PREDD.
Kjartanson will solicit chair requests for installation of Tableau Reader to allow access to the dashboard.

B. **Distance Education/Face-to-Face Sections for Pilot Study (Manley)**
Manley solicited faculty participation in the DE vs face-to-face pilot study. Manley said that she would like to have participants from each of the instructional schools.Kjartanson said that Fire has agreed to participate.

C. **Distance Education and Academic Senate Discussion (Igou/Kjartanson)**
Igou voiced concern that the AS has characterized DE courses as substandard based upon an isolated course. Igou said that DE courses offered at Miramar should not be delegitimized based upon suspect findings referenced in one course.

D. **Proposed Option for Academic Senate Action to Safeguard the Integrity of Miramar College: Vote of No Confidence for College President and Vice President(Kjartanson)**
Kjartanson queried the chairs regarding the fall-out from the past vote of no confidence for the college president from Miramar AS. Pink said that the situation was chaotic as a result of the no confidence vote. Faculty also said that the climate could markedly improve. Faculty discussion ensued.

E. **VPI's Office Use of Cell Phones (Pink)**
Pink raised concern over redirecting outside calls to a personal cell phone while on night duty.

V. **OldBusiness**
    A. **Update-Faculty Contract HiringElectorate Change Proposal(Kjartanson)**
        Kjartanson reportedthat the Faculty Contract Hiring Electorate Change Proposal was
        officially approved at CEC on February 12, 2019.
VI. **Announcements**
    A. **College Wide Planning Summit March 15, 2019 (Kjartanson)**
    Kjartanson reminded faculty to attend the planning summit.
    B. **Adjunct Appreciation Week-February25ᵗʰthru March 1ˢᵗ (Kjartanson)**
    Kjartanson reminded faculty of Adjunct Appreciation Week and of the President's
    coffee/drink coupon gift available for pick-up in the VPI's Office.
VII. **Adjournment**
    Meeting adjourned at 2:24 p.m.

SanDiegoMiramarCollegeFall2013–Spring2019StrategicGoals:
 1. *Provideeducationalprogramsandservicesthatareresponsivetochangeandsupportstudentlearningandsuccess.*
 2. *Delivereducationalprogramsandservicesinformatsandatlocationsthatmeetstudentneeds.*
 3. *Enhancethecollegeexperienceforstudentsandthecommunitybyprovidingstudent-centeredprograms,services,andactivitiesthatcelebratediversityandsustainablepractices.*
 4. *Develop,strengthen,andsustainbeneficialpartnershipswitheducationalinstitutions,businessandindustry,andourcommunity.*