

ONLINE TEACHING AND LEARNING COMMITTEE MEETING



Location: 70-173 or [via Zoom](#)



Date: 5/8/2024



Time: 10-10:55 AM

MINUTES

I. Approved: [Minutes](#) from 4/10/24

II. Approved: Agenda

III. Announcements: None

IV. Regular and Substantive Interaction Module Results

Feedback was mixed on this training module in GC Canvas Resources—Dawn and Adelle heard a couple of positive comments and there were some nice comments on the exit survey, but only eight folks have submitted the survey. Dawn and Adelle will point to it again for the division meetings in Fall.

V. [On-Ed Quarterly newsletter](#) ready for final review

All positive feedback—ready to send out!

VI. [AUP Call to Action](#)

During the 2024 Annual Planning Forum, goals and strategies were showcased aimed at enhancing overall course success rates, particularly in online sections.

At the forum, both Academic Affairs and Student Services units were tasked with setting measurable goals, strategies, and targets for improving course success rates within their respective disciplines for the Fall 2024 Annual Unit Plans (AUPs). Dr Joan Ahrens provided the AUP template as a guiding tool to set goals while reviewing baseline data from 2023/2024. Adelle asked the group to make sure their department chairs are aware of the template.

VII. Contract Negotiations—discussion

Elisabeth Burke shared a statement to be sent to Jim Mahler regarding concerns around the HyFlex section of the new contract, which could mean HyFlex instructors are never evaluated in the modality. The OTLC agreed to support the statement supporting instructors being evaluated in all modalities, including HyFlex.

OTLC ATTENDANCE (HIGHLIGHTED)

Name	Representation
Adelle Roe	OTLC Chair
Dawn Heuft	ID Tech Specialist
Michelle Soltero	CTE/WD (Career Technical Education/Workforce Development)
Virginia Young	ALC (Arts, Languages and Communications)
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
Jennifer Andrews	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

- POCR Coordinator—Jeanette Calo
- Information Systems Personnel
- Technology Support Personnel

ATTACHMENTS:

RESOURCES:

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

NEXT OTLC MEETING

May 22, 10am