

Cañada College DEAC Monthly Meeting Minutes

Date: April 20, 2017 | Time: 2:30PM-3:30PM

Attendees: Allison Hughes, Lezlee Ware (HSS Division Representative), Janet Stringer (ST Division Representative), Ana Miladinova (ALL Division Representative), Sandra Mendez (Counseling Representative), Erin Moore, Chialin Hsieh, Jessica Kaven, Julian Taylor (Learning Center Representative), David Eck, Don Lariviere (DRC Representative) and Sarita Santos (BDW Representative) **Absent:**

Handouts: DE Drill & Accessibility Habit

Next Meeting: Thursday, May 4th (2:30P-3:30P) Building 9, Room 154

UPDATE TOPICS	PROGRESS	DETAILS/MINUTES
A. District DEAC Meeting		<ul style="list-style-type: none"> No update on regular and effective contact. STOT will be local – pilot beginning in the summer Next time at District DEAC we will ask them about progress on DE accreditation.
B. Quest for Success	Allison will attend the counselor's early fall meeting to discuss	<ul style="list-style-type: none"> Helps students analyze how well they can handle taking an online course. A self-assessment: "Is an online class good for me?" Sandra is willing to test this tool with her PUENTE (Fall 2017) students. It can be customized for PUENTE and other groups.
C. Academic Senate Presentation (April 13, 2017)		<ul style="list-style-type: none"> Allison H., Jessica Kaven and Lezlee Ware presented in regards to ELITE Program, CIETL, Assessment (new protocols & cycles).
ACTION ITEM TOPICS	PROGRESS	DETAILS/MINUTES
1. Vericite	Turnitin contract renewed through May 2018	<ul style="list-style-type: none"> If you are interested in being part of a pilot to test Vericite let Allison or Lezlee know. Faculty Volunteers: David Eck, Jessica Kaven, Sandra Mendez and Lezlee Ware with voluntold LC tutors per Julian☺
2. "DE Drill": Exporting Grades	Completed live.	<ul style="list-style-type: none"> There are handouts and video link to assist with this habit. Canvas is redoing their quiz interface. Please provide feedback.
3. "Accessibility Habit": Accessible Tables	Completed live.	<ul style="list-style-type: none"> There are handouts and video link to assist with this habit.
DISCUSSION ITEM TOPICS	PROGRESS	DETAILS/MINUTES
1. Course Review Process	Need to apply the OEI Rubric to make sure courses are accessible.	<ul style="list-style-type: none"> OEI Rubric approved by AS in November 2015. Needs to be part of our new "STOT". The process should come through this committee so we can "advise" colleagues, as appropriate. The course will be anonymous within an open discussion format. Jessica K. found the discussion after her class was reviewed by Janet and Erin very helpful. Are there faculty interested in using the rubric to evaluate their own course? And, we could create trainings around self-assessment feedback. OEI has templates that can be used to help with a self-assessment. Perhaps faculty could request that their course be evaluated based on specific parts of the rubric. Will the new hire, Chris, be able to assist faculty in assessing the accessibility of their course(s).
2. DE Handbook	"Piloted" during the summer with de novices for clarity and completeness.	<ul style="list-style-type: none"> Allison and Lezlee have reviewed and will have the summer Cañada College "STOT" pilot participants use during their training for feedback.
FOR NEXT TIME TOPICS	PROGRESS	DETAILS/MINUTES
1. District DEAC / Regular Effective Contact Update	May 2017?	
2. DEAC By-Laws		
3. Process for new tech/tools adoptions		
4. STOT replacement & course review follow-up		