**BCC Distance Education Committee** 

**Date: October 10, 2019**

**Chair: Chris Bernard**

**Mission***:  Berkeley City College’s mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives. The College achieves its mission through instruction, student support and learning resources, which enable its enrolled students to earn associate degrees and certificates and to attain college competency, careers, transfer, and skills for lifelong success.*

**Vision:** *Berkeley City College is a premier, diverse, student-centered learning community, dedicated to academic excellence, collaboration, innovation and transformation.*

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| **TIME** | **AGENDA TOPIC** | **DESIRED OUTCOME** | **Minutes/Action Items** |
| 12:30-12:40pm | * Call to Order | * Review Agenda | Present  Chris Bernard, Linda McAllister, Thomas Kies |
| 12:40-1:00pm | * Discuss plan for implementing FIG Proposal * Develop plan for reviewing pilot courses | * Committee members will have access to courses for initial review | Discuss which courses will be offered. Linda McAllister has completed a self-review of her course and completed the POCR training, so she will offer her course. Tom Kies, who has not completed the POCR training or a self-review using the OEI Rubric has offered his course. Matt Freeman and Chris Bernard will review Linda McAllister’s course and Tom Kies will conduct a self-review of his course while Linda McAllister will review the course using the rubric. Tom Kies will take notes of his process for completing the self-review in to discuss as the POCR process is developed.  **Action:** Evaluators will receive access to the courses. Develop timeline to review the courses. |
| 1:00pm-1:05pm | * Discuss AP 4105 presentation to Academic Senate | * Discuss issues raised by Senators | Chris Bernard reported that the Academic Senate raised issues regarding different standards for being qualified to teach face to face and online. He also reported that the Senators raised issues that the union should address. Chris Bernard took this information to the District Distance Education Committee. |
| 1:05-1:20pm | * Discuss DE Addendum Changes in Curriculum based on Title 5 Amendments | * Discuss future relationship with BCC Curriculum Committee. | Committee members discussed the new curriculum requirements due to changes from Title 5 (s. 55206). Discussed the areas where there are similarities between online teaching and the face to face setting such as student to student or instructor to student interaction (these aren’t specifically referenced in teaching face to face). Looked at the proposed DE Addendum prepared by Laney College. Also reviewed a few other sample DE Addendum from other colleges. The committee agrees that it will work with the BCC DE Committee to create a new BCC DE Addendum. Chris Bernard will present on this topic to the Curriculum Committee later in the semester. |