

CoDE Agenda

Tuesday, May 22, 2018

12:20-1:30pm - FIC Conference Room

I. Call to Order

II. Comments from the audience on agenda items only

III. Approval of Minutes – March, 27, 2018

IV. Coordinator's Report

- Next @One DE Certification July 23rd - Advertise!
- OEI Rubric for OEI Classes/Abridged OEI Rubric for DE Class Compliance Checks Approved by Senate – May 17, 2018
- Self-Paced Mini-IOTL for DE Certification Equivalency or DE Certified Faculty that did not take the full IOTL through GCC – Ready for participants – earn 10 hours of Flex (fully online). Email de@glendale.edu to be added into course.
- **Motion Passed 2018-07:** The Senate vigorously promotes the use of pedagogical methods and tools that have been recognized as Best Practices in the instruction of Distance Education classes, and acknowledges instructors' rights to select from recognized or emerging pedagogies and tools, synchronous or asynchronous, in their instructional practice – 5/3/18

V. Call for additional items (for future agendas)

VI. Approval of Agenda

VII. High Priority Items

- Approval of DE Addenda Reviews
 - FRENCH 103 (LAD)
 - LIB 100 (STSD)
 - ENGL 127 (ENGD)
 - ACCTG 175 (BUSD)
 - ACCTG 235 (BUSD)
 - BUSAD 111 (BUSD)
 - BUSAD 177 (BUSD)
 - BUSAD 178 (BUSD)
 - HUMN 135 (ENGD)
 - ENGL 101+ (ENGD)
 - ENGL 199 (ENGD)
 - ENGL 99 (ENGD)
- Motion to approve implementation of Ally for Accessibility
- Two more DE descriptions added for clarity? (attached)
- GADER Approval and Evaluation Process (attached)
- DE 7-Year Plan – Discuss and Brainstorm
 - Strengths, Weaknesses, Opportunities, Incentives

VIII. Old Business

- Organize a Faculty Evaluation Taskforce (Senate/Guild)
- Individually Planned Activity (IPA) Flex for new DE courses, major revisions, OEI Self-Assessment, Compliance Checks - Set Hours?
<https://www.glendale.edu/home/showdocument?id=10224>

IX. New Business

- CoDE Motion for GADER Approval and Evaluation Process

X. Adjournment

CoDE Meetings: Feb. 27, March 27, April 24, and May 22

Contact Information of GCC DE Team:

- DE Coordinator: Alexa Schumacher: SV112, de@glendale.edu
- DE Faculty Development Coordinator: Julie Gamberg - SV112, jgamberg@glendale.edu
- Instructional Tech Support Specialist: Connie Lantz - SV107, clantz@glendale.edu
- Assistant Instructional Tech Support Specialist: Daniele Ingrao - SV112, dingrao@glendale.edu

Two more DE descriptions added for clarity?

Proposed to Add:

Proctored Online Courses (POC): Assignments and examinations in a Proctored Online Course will be submitted in an asynchronous manner, but you will be required to take tests at a proctoring facility. Your instructor will provide proctoring accommodations at GCC. Off-site proctoring services could be available at the discretion of the instructor.

Web Enhanced Courses (WEC): Web Enhanced Courses are traditional face-to-face classes that make routine use of the Learning Management System (LMS). These courses hold all their meetings on-campus. The instructor will post required course materials and/or activities online and may require assignments be turned in online. Web Enhanced Courses are not Distance Education courses; Instructors of WECs do not need to be GCC DE Certified; however, Canvas training is highly recommended in order to use effective practices in the LMS.