PORTERVILLE COLLEGE

Distance Education Committee
Minutes from December 1, 2020

Present: Karen Bishop, Brandon Hall, Joy Lawrence, Sarah Phinney, Thad Russell

1. **Minutes from 11/3/20 approved**

2. **PC-POCR discussion** – The committee reviewed the local POCR process that was approved by Academic Senate on 4/12/19, as well as the proposal for compensation from fall 2019. The committee decided that the two documents required no changes for now. There was also discussion about funding the stipends for reviewers and reviewees of our local POCR initiative. There is a possibility that funding for a small initial group of course reviews could occur this spring through a CVHEC mini-grant. However, the college needs to identify a sustainable source of funding or other incentive that would support the local POCR process. The committee members have been asked to continue their efforts in locating a sustainable support mechanism.

3. **Turnitin feedback and changing our Canvas integration** – Joy mentioned that in her testing of Turnitin Plagiarism Framework (TPF), she was able to both retroactively turn a non TPF assignment using the Canvas Textbox, into a TPF assignment, and she was also able to grade that assignment using the QuickMarks feature of Turnitin, which we thought was not possible with the TPF. It could be that it was possible because the Turnitin LTI was also installed for that same course, and so when that gets turned off then the QuickMarks may no longer work.

   Based on the survey results, there are only a few instructors who indicated that they use the Turnitin Grademark tool (QuickMarks is part of Grademark). Sarah said that it is possible, after switching our Canvas site to the TPF to selectively turn on the Turnitin LTI on specific courses. The committee agreed that was a good option to allow anyone who wants to still use Grademark to be able to do so.

   The committee agreed that the best time to turn on the TPF and turn off the Turnitin LTI would be a week after grades for the fall are due. Sarah will make the switch to the TPF on December 23rd. Prior to that, Sarah will send an email to faculty, letting them know that the new TPF tool will be implemented and when, and suggest that they wait until after that date to create any new Turnitin assignments. She will send associated information on the new tool and how to use it.

4. **Regular Effective Contact Policy review** – The committee agreed to table this item until later in the spring, after ACCJC comes out with their guidance on complying with the new federal substantive interaction regulations.

5. **Spring Meeting Schedule:** The committee will continue to meet on the first Tuesday of the month at 11:30-12:30. The next meeting is currently scheduled for January 5th. However, that may be rescheduled to fit with faculty schedules. Sarah will send a new invitation if that happens.