**PORTERVILLE
COLLEGE**

Distance Education Committee
Unapproved Minutes for Sept. 7, 2021

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

1. **Minutes** of the 5/4/21 meeting approved.

2. **PC POCR update** – Three courses have been submitted for review. One review is completed, with no additional revisions needed. Another review is completed, and we are awaiting instructor revisions. The third course we are waiting for the review to be completed.

3. **Student Services update** – Roberto was not able to attend but sent some updates regarding Student Services. There are several virtual transfer events being held this semester. There is immigration assistance being offered with some virtual office hours. Early Alert is reminding faculty to refer students as needed, and they have a video with step-by-step instructions. An upcoming Banner and Navigate integration should help streamline some of the processes that counselors and other student services staff take when working with students.

4. **Synchronous and Asynchronous Online Teaching Preparation** – Prior to the pandemic, all of our fully online classes were conducted asynchronously. When all classes had to be taught remotely, many instructors who had no experience with online or hybrid instruction decided to teach synchronously, usually by utilizing Zoom to conduct live meetings. Now that teaching online is optional, we see that some instructors teaching online have opted to retain the synchronous online model.

   Sarah mentioned that in the required online teaching pedagogy course, since it was intended for an audience of instructors who would be teaching asynchronously, some of the instructors intending to teach synchronously could not relate to some of the content and lessons. Also, some issues that they would face in their synchronous classes were not directly addressed in the course content. Sarah asked the group whether or not it made sense to have separate training tracks in the pedagogy portion of the required training--one track for synchronous instruction and the other for asynchronous.

   There was support for both keeping it as is as well as separating the training. One comment was that by leaving the training as is, it will expose instructors who might be reluctant to teach asynchronously to step outside their comfort zone and learn a new way of instruction. Another comment was that, although exposing people to new approaches can be beneficial, if they intend to teach synchronously they should learn how to do it well and then later on they can be exposed to other approaches.

   The group did not come to consensus, and so will continue the discussion at the next meeting.

5. **Goals for this year** – We ran out of time to address this item. The group was asked to think about this and come ready to discuss at the next meeting.

6. **Harmonize Demo & Q&A** – We had a demonstration of the Harmonize LTI that works inside of Canvas. Harmonize allows you to conduct online discussions within Canvas in a tool that is designed with mobile use in mind, although it also works well within a computer browser. It is styled similar to common social-media platforms, so it feels familiar to many of our students who are well versed in those mobile apps. It supports some features not available in Canvas Discussions such as multiple due dates for a discussion (original post and replies, for example). Turnitin can be integrated into it. There is a way to conduct a poll in the app. A recording of the demo is available upon request to sphinney@portervillecollege.edu.

7. **Pronto Demo on Thursday, Sept. 23rd at 9:00am**

8. **Next Meeting, October 5, 2021 10:00am**