**October 8, 2018 Meeting Minutes**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **x** | Jodi Senk | **x** | Matt Pitassi | **x** | Jill Pfeiffer | **x** | Irene Truong |
| **x** | Zulma Calderon |  | Scott Jaeggi |  | Michelle Pilati | **x** | Grant Linsell |
| **x** | Suzanne Fredrickson |  | Lorraine Jeffrey | **x** | Carol Sigala | **x** | Vann Priest |
| **x** | Gabriela Olmos | **x** | Lydia Llerena | **x** | Bianca Urquidi | **x** | Gary Van Voorhis |
|  | Eugene Blackmun | **x** | Cynthia Lewis | **x** | Steve Tomory |  |  |

**Guests: None**

**Call to order: 1:30pm**

**I. Approval of May 2018 Meeting Minutes**

Motion – Jill, Second-Steve; Motion passes unanimously, minutes adopted by group

**II. Instructional Technology Tools and Setting (Zulma and Gabby)**

None to report

**III. Manager’s Report (Grant)**

-Online staff (Grant, Jodi, Zulma, Gabby) will meet separately from Library

- Will be working on program plan and resource allocation

**IV. Professional Development and Updates (Jodi)**

-Jodi supplied a handout summarizing the August and September DECO (Dist Ed Coord.) meetings held monthly. One area of interest was faculty and student surveys. Jodi will send the links to the surveys to determine if we should implement at Rio and which questions we want to ask. Deans may also want to review the survey.

-Tech Tuesday has low attendance. Committee believes everyone is busy or the time is not great. May need to review an new day and time.

- Board presentation was scheduled for October but due to the president search has been cancelled. Should be moved to the spring.

**V. Technology Update (Gary)**

-EMEC has now upgraded to better faster WIFI!

**VI. Online Counseling**

None

-Need to ask a counselor to come to the next meeting to give a report on how online counseling is going. Students need different times of the day, evenings/weekends, and summer.

**VII. Library Online Services (Irene)**

-Trying to embed chat into WordPress

-Working with Marketing

**VIII. Online Education Initiative Update (Michelle)**

None

-Grant said there are many questions about it and how it will evolve.

**IX. DSPS/Access report (Suzanne)**

Suzanne is retiring and has eight weeks to do reviews. No succession planning in known.

**X. Division reports**

None

**XI. New Business/Other**

- Load to teach online is two classes or 40%. It is up to the dean if they want to assign more.

-Vann stated that no one in the Math dept. teaches more than one online class

-Statewide colleges that are increasing online and doing well have 20% courses online; Rio has 13%

-Discussion ensured on the OEI rubric and alignment, and how one can upgrade their course for the exchange

-Program plan-will try and align with equity/accessibility and guided pathways

**Meeting adjourned** 2:16pm

**Next meeting**

November 19 at 1:30pm in KDA/PE 107

Future meetings:

February 11, 2019

March 11, 2019 (Nominations for DE coordinator; election to follow)

April 8, 2019

May 10, 2019

Meeting minutes submitted by Gary VanVooris