# DE Advisory Group Agenda

Time: 10:30am to 11:30am, November 16th

<https://rsccd-edu.zoom.us/j/86514095220> or join Jaki in her office L 104

**Welcome**

1. **Class maximums:** [**Collected Articles, Research, and Examples so far**](https://rsccd.sharepoint.com/%3Af%3A/r/sites/DEAdvisoryGroup/Shared%20Documents/Class%20Size/Online%20Class%20Size%20Maximums?csf=1&web=1&e=4JN3ol)
	1. Review collected survey responses
		1. [Summary with charts](https://forms.office.com/Pages/AnalysisPage.aspx?AnalyzerToken=4IqFAr5U1a1gbsxV5oHiNfsLhBXTCSCu&id=lQAEqG1xSU63g7X3Ru6oszI3xeBf7UxDnQaz22K25_dUME9PVUEwVFEwR0dTVDU3SVI3UUlWNElJNi4u)
		2. [All the data](https://rsccd.sharepoint.com/%3Ax%3A/r/sites/DEAdvisoryGroup/Shared%20Documents/Class%20Size/Time%20Spent%20in%20Courses%20Survey%281-14%29.xlsx?d=wfdeba5429d3b4222b5ac8c7853cb0dca&csf=1&web=1&e=wPjkAk)
	2. Begin construction of DE Advisory Class Size Maximum Recommendation
2. **Proctorio –** begin reviewing other options (consider [Respondus](https://web.respondus.com/webinars/) webinars)
3. Mt. SAC paying more for online class instruction (Heather Arazi, brought this to my attention)
	1. Perhaps this can be a start to the Faculty Evaluations conversation
4. **Follow up:**
* **Intersession and Spring Template updates**
* **Discussion:** At last week’s DE Coordinators meeting (with the state’s coordinators), an ASCCC Paper was presented which was drafted by the ASCCC Online Education Committee. I have linked it below along with the resolution. There have been many updates, additions, and changes with state language (contact and accessibility) as well as recommendations regarding:
	+ Student Basic Needs
	+ Mental Health
	+ Inclusion, Diversity, Equity, Anti-Racism, and Accessibility
	+ The roles of different committees in online education
	+ Evaluation and Design

[ASCCC Effective and Equitable Online Education: A Faculty Perspective](https://www.asccc.org/sites/default/files/2023-03/Effective%20and%20Equitable%20Online%20Education_Final_03_16_2023.pdf)

[Spring 2022: Faculty Responsibility for Equitable, Accessible Learning Environments](https://www.asccc.org/resolutions/faculty-responsibility-equitable-accessible-learning-environments)

* **Discussion/Brainstorm:** Recertification/Maintenance.
	+ **Recertification – please use the** [**brainstorm document**](https://rsccd.sharepoint.com/%3Aw%3A/r/sites/DEAdvisoryGroup/Shared%20Documents/Online%20Training%20Certification%20and%20Pre-Requisites/Recertification%20and%20Maintenance/Recertification%20and%20Maintenance%20Brainstorm.docx?d=w2686a132440649c7a8dfcd4bf467a10f&csf=1&web=1&e=Yf980M)
	+ Based on last week's discussion we would like to continue filling out and brainstorming ideas, methods, and language.
	+ [Brainstorm Document](https://rsccd.sharepoint.com/%3Aw%3A/r/sites/DEAdvisoryGroup/Shared%20Documents/Online%20Training%20Certification%20and%20Pre-Requisites/Recertification%20and%20Maintenance/Recertification%20and%20Maintenance%20Brainstorm.docx?d=w2686a132440649c7a8dfcd4bf467a10f&csf=1&web=1&e=QptMnc) – please feel free to begin adding to this.
* **Overview/Updates:**
	+ - [OER Project Estimated Time Completion](https://docs.google.com/document/d/1O5pnfB0Y-SVJQnjle-qIvV6D-6cbW6gfP1zWzeIHgco/edit?usp=sharing) / ZTC Form
	+ **Other/Announcements**