# DE Advisory Group Summary

Time: 11am to 12pm, Oct 10th, 2024

Zoom

Present: Jaki King, Donna Khalid, Michelle Kimmel, Maggie Manzano, Jeffrey Diller, Rick Castillo, Jimmy Nguyen, Claire Coyne, Heather Arazi, Jose Lopez Mercedes, Martha Guerrero-Phlaum, Marty Rudd, Ambar Plascencia, Monica MacMillen, and TJ Naman

Guests: Scott James

# **DE Advisory Meeting 10/10/2024**

The meeting discussed various issues and updates related to the School of Continuing Education (SCE). Key points included a Canvas bug affecting assignment grades, which was acknowledged but not resolved by Canvas. SCE has over 25,334 students and is the number one non-credit institution in the state, with 5,000 FTE’s produced. The group also discussed implementing a new AI platform, Light Leap, to combat bot enrollments and explored using Respondus for proctoring.

## **Action Items**

* Participate in the Respondus LockDown Browser pilot for the rest of the semester.
* Enable the enhanced Canvas rubrics feature for faculty to experiment with.
* Sunset the Video Conferencing Course
* Keep the Template Conversion Course active and advertised

## **Outline**

### **Canvas Issues and Course Management Problems**

* Jeffrey discussed a Canvas issue where half of the assignments auto-filled with zeros despite updated dates
* Jaki mentions that the common course management system is aware of the issue but has no easy fix other than manual intervention.
* Jeffrey expresses frustration with the lack of a clear solution from Canvas and notes additional problems like font size changes in SpeedGrader comments.
* Jaki agrees, noting issues with internal course links not updating correctly.

### **Introduction to SCE School of Continuing Education**

* Jose Lopez Mercedes introduced themselves as the SCE Distance Education Coordinator and provided an overview of the School of Continuing Education.
* The school has over 25,334 students based on 2020-2023 fact sheets, comparable in size to the credit side of Santiago Canyon College.
* The school is the number one non-credit institution in the state, producing over 5,000 FTE’s
* The school offers various session formats, including 18 virtual/hybrid, 111 online/virtual, and 117 remote live sessions, with enrollment growing to over 26,000 in spring 2024.

### **Faculty Development and Collaboration**

* Jose highlighted the collaboration with an outside institution for OTD training, with sessions starting in September and continuing through November.
* Maggie supports the OEI rubric with a five-session hybrid format, including a virtual orientation on August 16 and monthly sessions to explore the OER rubric.
* The school has secured funding for mentors to provide technical support and assistance with online Canvas shells, with nine mentors assigned 15 hours per semester.

### **Updates on Fraudulent Enrollments and AI Integration**

* Scott James discussed issues with bora and the implementation of a new AI platform called Light Leap to assign fraud scores to students.
* Light Leap has helped drop 600 fraudulent students from the active roster and cleared another 200 from the waitlist.
* The platform is most effective before registration, helping to prevent bot enrollments in classes.
* Scott also mentioned a professional learning community with Play Lab and Cal Berkeley, offering AI tools to help faculty review and design courses.

### **Discussion on Proctoring Tools and Accessibility**

* Jaki brought up the Respondus pilot and the need for proctoring tools with accessibility in mind, mentioning a few faculty members interested in testing Respondus.
* Jimmy notes that most proctoring on campus is done with Proctorio or Respondus.
* Jaki mentioned that there are plans to have Mark Turner from DSPS discuss accessibility in proctoring and suggests that the next meeting will include reports from faculty testing Respondus.
* Claire Coyne and Marty Rudd agreed to be the 5th and 6th faculty members to participate in the pilot.

### **Updates on SAC Quest and Virtual Conferencing Workshop**

* Maggie explained the updates to the SAC quest course, including condensing it to two modules and making it institutionally visible for easier access.
* The course will include information on using the Immersive Reader and translating features in Canvas.
* Maggie also suggests sunsetting the virtual conferencing workshop, which was created as an emergency measure during COVID.
* Jaki asked for a consensus from participants to confirm the decision to sunset the course. All agreed.

### **Exploring New Canvas Rubrics and Smart Search Feature**

* Jaki proposes experimenting with the new Canvas enhanced rubrics feature, which allows for more flexibility in moving criteria around.
* The feature could be turned on for the rest of the semester to allow faculty to play around with it and report any issues.

### **Discussion on PD Credit for Template Conversion**

* Maggie brings up the question of whether to continue offering PD credit for faculty who successfully convert to the new Canvas template.
* The original offer was two hours of PD credit, but now that most courses are converted, the question is whether it's still necessary.
* TJ suggests continuing the PD credit if it helps faculty, and Maggie agrees that it's not cumbersome to offer.
* The decision is made to continue offering PD credit for faculty who convert to the new template.

### **Final Announcements and Next Steps**

* Jaki reminds everyone to add any agenda items or emergency discussions to the parking lot document in the meeting invite.
* The meeting concludes with thanks to all participants

**Meeting ended at 11:53am**

**Next meeting: Thursday, November 14th**

**Meeting Links:**

* [CCMS 10/04/2024 Meeting Overview](https://rsccd.sharepoint.com/%3Aw%3A/r/sites/DEAdvisoryGroup/Shared%20Documents/General/Guidelines%2C%20Articles%2C%20and%20Reports/CVC%20and%20DECO%20reports/CVC-OEI%20CCMS%20Advisory%20Committee%20Meeting%2010042024.docx?d=w185e386e252b4aea9a7ce962894657c3&csf=1&web=1&e=YhYPGa)
	+ [CVC Data](https://rsccd.sharepoint.com/%3Aw%3A/r/sites/DEAdvisoryGroup/Shared%20Documents/General/Guidelines%2C%20Articles%2C%20and%20Reports/CVC%20and%20DECO%20reports/10042024%20CVC%20Links.docx?d=w9abda1e876c94109b2cb1e6cbac1871c&csf=1&web=1&e=icVfm1)
* SCE Distance Education Update
* [Redesigned SAC Quest](https://rsccd.instructure.com/enroll/WT3KE4) - [Self-enroll link](https://rsccd.instructure.com/enroll/WT3KE4)
* [Video Conferencing course](https://rsccd.instructure.com/courses/52493) - Concluded 10/10/2024