

Approved -- 10.18.19

Advisory Committee Minutes, August 28, 2019  
Virtual Meeting, 2-4 pm

#### ATTENDEES

Geoffrey Dyer, Anna Bruzzese, Stephanie Curry, Julie Oliver, Tamara Cheshire, Leticia Hector, Vivian Varela, Vandana Gavaskar, Kathie Welch, Scott Conrad, Jodie Steele, Lisa Beach, Joanna Miller, Deb Barker-Garcia, Michael Quiaot, Erin Larsen, Stephen Heath, Dave Kendall, Jory Hadsell, Meridith Randall, Bonnie Peters, Autumn Bell, Justin Schultz, Bob Nash, Mike Vogt, Andrea Hanstein, Jessica Hurtado

#### WELCOME AND INTRODUCTION OF ATTENDEES

Jodie Steele welcomed new members for 2019-2020 and had participants introduce themselves.

#### APPROVAL OF MINUTES

Geoffrey Dyer called for approval of the June 7, 2019, minutes by unanimous consent given that several committee members were new and others present in June were no longer on the committee. Hearing no opposition, the minutes were approved.

#### ORIENTATION FOR NEW MEMBERS/CHARTER REVIEW

Jodie Steele demonstrated Basecamp for members and showed them how to find various resources. Geoffrey Dyer reviewed sections of the Charter that pertained to the duties of committee members -- specifically, the charge to influence the direction of CVC-OEI and to bring back information to respective constituent groups. He distinguished the Advisory Committee from the Consortium with the assistance of Wendy Bass, who described the Consortium as an operational body making decisions about tools collaboratively. Jory Hadsell described the Consortium as an implementation body whereas the Advisory Committee focuses on policy.

#### UPDATE ON PROGRESS

Jory Hadsell presented an update using a PPT that is posted in Basecamp. He also referred committee members to the status update that had been posted there previously by Andrea Hanstein. The presentation reviewed the metrics for Year One of the 2018-2023 grant period and noted that accelerating the cross-enrollment project will be a focus this year. In relation to the ecosystem, Jory noted that there is lower adoption for some tools by Consortium colleges and that CVC-OEI plans to address the issue. He asked for thoughts on increasing tool implementation as well as scaling local Peer Online Course Review. Members discussed incentives and accountability for Consortium colleges. Jory concluded by showing phases of implementation for the ExCEL and reviewing recent staff changes.

Jodie requested that a revised organizational chart be posted in Basecamp, identifying who to contact for various questions. Stephen Heath asked whom to contact after Jay Field leaves, and Jory instructed him to contact him (Jory). Members asked about the equity group and Bonnie Peters reported that the group will reconvene.

#### DISCUSSION: CONSORTIUM COLLEGE COMMITMENTS/STRATEGIES FOR IMPROVEMENT

Members asked that Consortium MOUs (or examples) be posted in Basecamp so that they can review the expectations for the colleges. While acknowledging that POCR is just one aspect of the commitment, Geoffrey Dyer reminded the group that the Senate has had more than one resolution supporting local POCR and use of the rubric. Jodie informed the group that adoption of the entire ecosystem increased success rates at Fresno City, leading to a suggestion that Consortium colleges could be required to produce progress reports on the commitments they made in the MOU -- a sort of "renewing their vows." Members also suggested that Consortium colleges be told clearly that there is a focus on cross-enrollment implementation from the Chancellor's Office.

#### ADVISORY COMMITTEE FOCUS FOR THE YEAR

In addition to suggesting ways to have Consortium colleges meet their commitments, the committee will bring back any thoughts from constituent groups for the October meeting.

#### UPDATE ON DE PROGRAM RUBRIC

Meridith Randall reported that she and three CVC-OEI Directors (Kate Jordahl, Bonnie Peters and Autumn Bell) have been meeting about preparing a Distance Education Program Rubric that would help set standards for local DE programs. This rubric will include standards relating to resource allocation, faculty support, student support and other components that make a robust online program. Because the Online Learning Consortium has a well-established Quality Scorecard, the decision was made to learn more about that resource by attending an online workshop in September and October (along with Joanna Miller from DEETAC and the Consortium, and Geoffrey Dyer from this committee). After that, a workgroup will convene and include Stephanie Droker from ACCJC.

#### CONSTITUENT REPORT GUIDELINES FOR FUTURE MEETINGS

The chairs noted that time limits for constituent reports were necessary due to the short length of most meetings and number of committee members. If a member requires longer than a few minutes, an agenda request would be appropriate.

The meeting adjourned at 4:00 pm.