



# DEIT Committee Annual Report 2020-21

## Membership

- **Faculty Tri-chair:** Andi Adkins Pogue
- **Classified Tri-chair:** Andrey Chepurnoy
- **Administrative Tri-chair:** Stephen McGloughlin
- **Members: Faculty:** Jorge Baca, Sherie Coelho, Anna Davtian, Marjoire Duffy, Markus Geissler, Rubina Gulati, Beth Huffman, Mun Kang, Brandon Muranaka, Thien Huong Ninh, Patrick Rogan, Cindy Stanphill, Jena Trench, Min Zeng; **Classified Professionals:** Shelly Charron, Brandi Mitchiner, Traci Scott; **Administrators:** Michael Lawlor, Joel Powell, Christopher Raines, Tyler Rollins

## Meeting Dates

2020: September 3, October 1, November 5, December 3; 2021: February 4, March 4, April 8, May 6

## Committee Goals

The committee took the following action on goals that were articulated at its September 3, 2020 meeting:

### **Goal One: Revise the draft Distance Education Master Plan to reflect equity-minded decision making and pandemic impact to DE (in progress)**

The committee worked on a major revision of the [DE Master Plan in 2019/2020](#). Since then, everyone's views of DE have changed. The committee also thought it was important to include reference to equity-minded decision making and to articulate clear measurable outcomes. Given that Pat Crandley will be leaving CRC in May and Greg Beyrer will be resuming his DE Coordinator duties at 100%, committee members decided it was premature to try to do major work on updating this document in spring 2021. Members are currently reviewing the updated document and will provide feedback/suggestions to Greg. He will continue work with primary authors in fall 2021 to bring revised plans back to DEIT and eventually the Academic Senate and Student Learning and Instructional Support committees.

### **Goal Two: Provide the college with guidance for protecting student privacy in the era of Zoom (complete)**

A task force composed of committee members was created in September 2020 to create student privacy guidelines while using Zoom or any video conferencing system. The group

presented its plan at the October 1, 2020 meeting, which was shared with the full Academic Senate at its October 9th meeting. Because these guidelines affect everyone in the district, CRCs draft was forwarded to the district-wide Education and Technology, which formed its own task force to create guidance for the entire district. DETC released its [“cameras optional” recommendations](#) in December 2019. These were shared widely through emails from Julie Oliver and from DEIT at the Academic Senate and Student Learning and Instructional Support committees.

### **Goal Three: Finalize the College IT Master Plan (Complete)**

Work began on this in 2019 with classified tri-chair, Tim Hixon as the primary author with LTS dean, [Stephen McGloughlin](#), and IT supervisor, Emmie Oeserman. This was [scheduled for a second read/approval at the February 2020 meeting](#), when committee members realized there weren't clearly articulated outcomes. Then, the campus closed due to COVID-19 and it was decided that another major revision was necessary.

Stephen and Emmie worked in Fall 2020/Spring 2021 to update the document as a more fluid plan that provides direction without specific outcomes. A district plan is also in the works, which will help guide future iterations of CRCs IT Master Plan. [The CRC Technology Plan 2020-2022](#) was approved at the March 4, 2021 DEIT meeting and was shared widely at various committees. It is now uploaded on the DEIT section of the employee website.

### **Goal Four: COB-IT Review and Rankings (Complete)**

This typically happens in the spring semester, but was postponed in spring 2020 because of the campus closure. Committee members worked on a very tight timeline in fall 2021 to review and rank COB-IT requests by the October 25, 2020 deadline. Committee members identified several flaws in the COB funds request process, which were outlined at its [November 5, 2020 meeting](#) and shared with the Resources Committee. Work is underway by the Institutional Effectiveness committee and leadership to improve this process.

### **Goal Five: Revisit the DEIT Committee Charge to reflect equity-minded decision making (Complete)**

The committee worked to update its charge to reflect equity-minded decision making and to update membership so that it is consistent with the resources committee since DEIT members read and rank COB-IT requests. The charge was approved by DEIT, the Academic Senate, the Classified senate, and vetted at Student Learning and Instructional Support, Resources, and Student Senate committee meetings. It was approved by the Participatory Governance Council on March 23, 2021. It has now been updated on the [DEIT section of the employee website](#).

### **Goal Six: Clean up DEIT page on the employee website and continue to add past minutes to BoardDocs (Complete)**

All past minutes that were accessible to the committee chair are now posted in the [DEIT section of BoardDocs](#). The [DEIT section of the employee website](#) has also been updated with the revised committee charge and accurate membership information.

## **Goal Seven: Write a resolution calling for the adoption of the Webcams Recommendations written by DETC and approved by DO leadership and legal counsel (Complete)**

The faculty tri-chair wrote [a resolution in support of the DETC “cameras optional” recommendations](#), which was discussed and revised at the February 4, 2021 meeting. The resolution went through the faculty approval process and was approved at the [February 26th academic senate meeting](#).

## **Additional Items**

In addition to the goals the committee took the following actions:

### **Input on OER-related Committee at CRC**

It had been suggested that an OER related committee might have a connection to distance education and could perhaps be a DEIT subcommittee. Committee members felt strongly that all faculty, even those not teaching through DE, should consider exploring OER and pushed to have this be a stand alone committee. The Affordable Educational Resources Committee did become an Academic Senate subcommittee in April 2021.

### **Regular Updates to Academic Senate**

There is a standing agenda item for committee reports at Academic Senate meetings. DEIT had an unusually high number of reports over the last year due to the entire college working and teaching remotely. Committee members felt strongly that important updates to technology, learning tools, etc. be shared widely with senators and their constituents.