# Taft College Distance Learning and Education Committee Minutes

Monday, April 17th, 2023

12:10 P.M. – 1:00 P.M.

S-6

**Call to Order:** Bledsoe, 12:12 P.M.

**Attendees:** Amar Abbott, Adam Bledsoe, Heather Cash, Candace Duron, Geoffrey Dyer, Jon Farmer, Jason Page, Tabitha Raber, Joy Reynolds, Kelly Kulzer-Reyes, Leslie Minor

**Absent:**

**Public Commentary/Guest:** Lori Tavis

## Approval of Minutes:

* March 13th, 2023, Minutes submitted by Heather Cash
* No Corrections were noted, Minutes approved by unanimous consent.

## Information Items:

* DE Updates:
	1. Farmer announces the upcoming DE SkillUp – that covers Best Practices and all DE needs.
* POCR Updates:
	1. Bledsoe provides the committee with updates on:
		+ Timeframes
		+ Process to complete
		+ Needs for Goals and alignment
		+ Capstone processes
		+ Cohort procedure

## New Business:

* Distance Learning Approval Forms
	1. BUSN 1500
		1. Motion to move forward to curriculum: Reynolds
		2. Second: Kulzer-Reyes
		3. Motion passed unanimously.
	2. COMM 1505
	3. COMM 1580
		1. Motion to combine courses and move forward to curriculum with notes: b,c : Abbott
		2. Second: Reynolds
		3. Motion passed unanimously
		Notes: Request for better advisement regarding Question #3
		Questions and comments made by committee members including highlights on the language used from the ACCJC, shared by Dyer to cover the topic. The committee agrees to send forward a request for advisement from the Curriculum and Educational Committee. The request is that the Curriculum and General Education Committee provides the interpretation of the intent and expectation of the language used for question 3.
	4. HUM 1500
		1. Motion to move forward to curriculum: Kulzer-Reyes
		2. Second: Reynolds
		3. Motion passed unanimously
	5. MUSC 1510
		1. Motion to move forward to curriculum: Kulzer-Reyes
		2. Second: Abbott
		3. Motion passed unanimously

## Discussion Items

* **Chat GPT:**
This was a former lunch and Learn conversation lead by Minor and attended by inquisitive campus faculty members. The committee was in further discussion about the topic and revised that the past conversation ended with the main concerns regarding academic freedom. Minor mentioned that Bill Devine was preparing and moving this concern forward to the Academic Senate. The committee discussed personal preferences and concerns.
* **2023/24 DLE Faculty co-chair:**
Bledsoe announced that he was not going to be moving forward as the co-chair of the Distance Learning Committee for the following fiscal year. He expressed the need for a new chair to be considered by the following meeting date.
* **Distance Learning Approval Form #3: 50% - Substantive Change:**
Bledsoe opens conversation, and remarks on the previous comments made by committee members including highlights on the language used from the ACCJC, shared by Dyer. The committee agrees to send forward a request for advisement from the Curriculum and Educational Committee. The request would cover the intent and expectation of the language.
* **Emergency Distance Learning Approval:**
The committee expresses concerns and possible needs for this form. Bledsoe and Minor discuss the need for proper language to be used when sending in for an approval moving forward. This discussion will need to be revisited.

## Next Meeting and Adjournment

Bledsoe moved to adjourn the meeting at 12:58 P.M. Next meeting on May 8th, 2023.