

# Adopted Minutes March 26th, 2024, [CoDE](#)

Tuesday, 3/26/24, 12:20-1:30pm

**In-Person: Faculty Innovation Center (FIC), Sierra Vista 107**

**Call to Order:** 12:23 p.m. - Chair: Samantha Garagliano

## **Confirmation of CoDE Reps/Resources - Roll Call: Please type in Chat box**

**CoDE Reps:** Oliver Rizk (BIOD), Simon Mirzayan (BUSD), Melissa Basalla (CESL), Rosemary Kwa (ENGL), Juliann Wolfgram (GUILD), Barb Erfurt (KIND), Mike Eberts (LAD), Aisha Conner-Gaten (LIBD), Sandra Romero (MATH), Caryn Panec (NCBLS), Suzy Semerdzhyan (NCESL), Robyn Fishman (SSD), Molly Mercer (STSD), Dave Martin (TAD), Emily Shartrand (VPAD), Cindy Pollack (ADJ Rep), Claris Boghosian (ASGCC), Alejandro Zamarripa (ASGCC) = 20 Reps (Quorum is Half+1 = 11).

**CoDE Resources:** Michael Ritterbrown (Vice President, Instruction), Nune Dervishian (Lead POCR), Alexa Schumacher (POCR), Sydnee Risk (ID), Francien Rohrbacher (C&I), Samantha Garagliano (DEFDC)

**Proxies:** Gevork Demirchyan for Sandra Romero (Math)

**Absent:** Judy Redman (HSD), Rachel Ridgway (PSD), Michael Ritterbrown (Vice President, Instruction), Mark Ragonig (ITS), Caroline Hallam (OERI), Kim Weissman (DSPS - Lead Interpreter), Diana Carrillo (DSPS Counselor), and Johanna Quintanilla (Equity), Cameron Hastings (Senate President), Piper Rooney (Chair)

**Chaired by Samantha Gargaliano**

## ***Comments from the audience on agenda items only***

- **Approval of Minutes:** [Unadopted CoDE Minutes February 2024](#) (shared through email: 2/24) (MSC: Fishman/Conner-Gaten: Aye: 14; Nay: 0; Abstain: 1)
- **Call for additional items (for future agendas - None**
- **Approval of Agenda** (MSC: Conner-Gaten/Panec) (Aye:16 ; Nay 0; Abstain: 0)
- **Announcements:**

Piper Rooney, DE Coordinator:

- Welcome Claris and Alejandro, CoDE's new ASGCC representatives, Claris Boghosian and Alejandro Zamarripa, Poli Sci majors!
- DECO
  - [March 2024 DECO meeting recording](#) - Regular and Substantive Interaction
    - Gohar Momjian & Moreno Valley College presented (begins at 33 mins.)
      - (Shartrand: Any plans to further RSI training or evaluations at GCC?
      - Garagliano: Providing training is in the plans for renewed DE PD; evaluations are the province of Guild; we created Discipline specific RSI rubrics last academic year; what ways might disciplines want to encourage their members to explore and "enforce" RSI expectations.
  - [@ONE free Spring Webinars](#)- continue
    - Basalla: How does attendance get credited in VRC?
    - Garagliano: The work has to be uploaded as an "External Training" - Chris has created tutorials to explain this; further questions, please contact Krista Raimondo about uploading.

- AI & Us - Ethical Uses of AI committee - [Keynote: Anna Mills \(Slides\)](#) presentation recording to be posted on Ethical AI [Campus Guide](#)
  - Stewart: “Appreciated the judgment-free zone of Mill’s presentation; so many times we’re encouraged to let students do what they want in the name of equity.”
  - Smerzhagentida: How might we train instructors to talk to students without sounding accusatory; sort of like the “warm-demander” workshops Suzy and Krista developed. Discussing how to use AI tools ethically.
  - Garagliano: Still combing through the numerous resources Mills provided! Encourage everyone to watch [Mills’ presentation](#).
- DE Innovation Day - rolled into the larger Innovation Day: May  
Sydnee Risk, Instructional Designer:
  - New Distance Education Caption & Transcription grant; now held by Palomar College (which also runs 3CMedia). DIY captioning with 3CMedia and 3CMedia captioning are both available again. Canvas Studio is also available. (Webinar occurring tomorrow March 27th, open to all). Also, if you’d like to have large batches of videos accurately captioned, I’m working with 3Play Media, an approved vendor, which also provides transcripts. If any of these three processes are of interest, please contact Sydnee. We have an agreement in place with the grants and are ready to move forward.
    - Panec: Studio is a little clunky; would love info on the training.
    - Risk: It would be great to have a tech page with explanations to LTIs
    - Conner-Gaten: We have a lot of different tools; a tech page is a priority. Many adjuncts don’t know about the ADA requirements or the grants. A lot of communication around DE goes out through Divisions.
    - Fishman: What do we need to create this resource page?
    - Risk: Time, resources, support, and personnel.
    - Fishman: How do we proceed to acquire these resources?
    - Ridgway: Faculty Resource Shell has a section on accessibility; does this just need updating?
    - Garagliano: Other colleges have a landing page on their website re: DE, ADA, and current tools.
    - Wolfram: State of our budget so dire that we must do all our homework before asking for resources.
    - Ridgway: Can we leverage the resources and expertise that we have; can we leverage student expertise?
    - Garagliano: Let’s identify the tools we’re talking about and find crowd-source expertise.
    - Conner-Gaten: Let’s prioritize captioning & transcription at this time. Info re: DECT grants & campuswide tools that are available at no cost to faculty.

**Samantha Garagliano**, DE Faculty Development Coordinator - update: GADER still suspended. Negotiations have begun to determine annual hours required to maintain DE certification. DE Professional Development continues.

**Nune Dervishian**, Peer Online Course Review Lead - update: Spring reviews underway. Also wrapping up classes from last semester; recruiting for fall has begun; fall incentive being determined. Please let your Divisions know. Participants align their Asynchronous courses with [CVC-OEI rubric](#).

**Alexa Schumacher**, AI+Plagiarism Detection Tools - Task Force update: Task force is testing three AI detection tools right now. We'll meet after spring break to select one to recommend to District.

**High Priority -**

- **CoDE Motion 2024-07:** The DE Addendum subcommittee recommends that CoDE approve the following **52** DE Addenda: (MSC: Pollack/Conner-Gaten) (Aye: 16; Nay: 0; Abstentions: 0)

ACCTG 050  
ACCTG 101  
ACCTG 110  
ACCTG 130  
ACCTG 160  
ACCTG 185  
ACCTG 230

ANTHR 111

ARCH 101  
ARCH 102  
ARCH 103  
ARCH 105  
ARCH 106  
ARCH 108  
ARCH 250

CHLDV 048  
CHLDV 049  
CHLDV 050  
CHLDV 101  
CHLDV 135  
CHLDV 137  
CHLDV 138  
CHLDV 140  
CHLDV 141  
CHLDV 142  
CHLDV 147  
CHLDV 150  
CHLDV 152  
CHLDV 154  
CHLDV 155

CHLDV 156  
CHLDV 210  
CHLDV 215

ECON 102H  
ECON 170

ENGL 122  
ENGL 123  
ENGL 125

HLTH 108

HUM 105 and HUM 105H  
HUM 145

MOA 050  
MOA 180  
MOA 181  
MOA 183  
MOA 184  
MOA 185  
MOA 193  
MOA 194  
MOA 195  
MOA 197

STDV 001  
STDV 048  
STDV 049  
STDV 101  
STDV 135  
STDV 171

**Old Business -**

- **CoDE Motion 2023-14:** CoDE recommends that classes that have earned the CVC-OEI POCR badge be identified on our local schedule with an icon or other identifier to let students know of their high quality design, RSI, pedagogy, and content. [Tabled in November 2023 & February & March 2024] Proposed language adopted from CVC.



- Fishman: Questions to students: What thoughts go through your mind when you see this? Does this say to you that the other classes do not have these things to you? If you saw 3 classes and one of them had the quality review, and we popped on this little button?
- Zamarripa: I wouldn't recommend the logo because it makes the other classes not look important. What has helped me in my education at GCC is that students have access to recorded Zooms (in Remote classes) and also that our professors stay up to date with their Modules, because they're are times when they don't stay up to date, so that makes it harder.
- Boghosian. I have something to add; if it's an Asynchronous class, the only way to reach out to a professor is through email, and for me as a student, it's very important that professors reply in a quick time. Sometimes, I've waited for several days for a reply.
- Fishman: If you saw this little bubble, would you not take the other two courses out of the three?
- Boghosian: Yes.
- Zamarripa: Fixing that language "This incorporates Best Practices" could be effective. It makes it seem like the other classes are not that effective.
- Demirchyan: Which would have more weight: RateMyProfessor or this badge?
- Zamarripa: I don't use RateMyProfessor
- Boghosian: I use RateMyProfessor
- Pollack: The Badge does indeed confirm that I reply to emails within a very quick turnaround. I'm required to commit to that and have it in my Communication Plan in my Peer Online Course Reviewed Course [CVC-OEI-Rubric aligned courses](#).
- Garagliano: Let's make sure that students discuss this with their constituents what the value of this icon and information would have.
- Fishman: False correlation. Just because a course doesn't have the badge doesn't mean the instructor is out to lunch. Our classes are getting canceled left and right. The CVC wording needs help.
- Garagliano: Our students aren't just looking at our DE Asynchronous courses; they have choice throughout the state and even throughout the country.
- Basalla: Explain the language's implications / meaning.
- Ridgway: Labeling classes locally is a different question from having the label on the CVC.

**Adjournment:** 1:31 p.m.