

# Academic Senate

## Career Education Committee Meeting Summary

March 28, 2022, 1:00 p.m. to 2:00 p.m. (Zoom Virtual Meeting)

**Attendees:** Alexa Dimakos, Brittany Applen, Dr. Hency Chu, Dr. Kathy Bakhit, Garrett Rieck, Gary Quire, Harriet Happel, Heather Dotter, Jeff Baker, Jeff Gregor, Jennifer Paris, Jon Amador, Justin Hunt, Justin Wallace, Larry Alvarez, Marilyn Jimenez, Nicole Faudree, Regina Blasberg, SB Tucker

**Start Time:** 1:02 pm

### 1) Approve Previous Minutes

#### a) February 28, 2022

- There was a question regarding the portion of the summary outlining the CTE Toolkit is like the summary from the Academic Senate. It was confirmed that this is similar.
- Motion to approve the summary by Garrett Rieck, seconded by SB Tucker. Unanimous. Approved.

### 2) Pebble Pad Presentation (Brittany and Alexa)

a) Background: Alexa was in a teaching program at CSUN, and she had to create a e-portfolio with sample syllabi, assignments, and projects. This was something to take with her to reference throughout her teaching career. The final project was a very large and thick three-ring binder, and overtime the lessons and information became outdated. It was also hard to carry a large portfolio everywhere. COC began using Pebble Pad in 2013 as there had been a presentation at the [AAC&U Conference](#) about how to use this software.

b) What is pebble pad? This software collects, organizes, curates professional work, and provides the ability share achievements and affords. Students can then take and have access to their eportfolio after they graduate or transfer. Pebble Pad is based in the UK and has partners in US. This software has a private security managing platform which can add accreditations, skills etc.

c) How can Pebble Pad be used? Pebble Pad can be used by both faculty and students in the future. This software can help with personal lives and hobbies.

d) Faculty use: There are two ways to separate pages via assets and resources, assets are those you own, and resources are those you can push out students. Faculty can create an assignment and can share directly with the students via this platform.

- Meeting Templates: Brittany created a meeting event template for the CCAOE. This feature allows users to go in and take notes for reporting out or to add photos for review.
- Reporting & Data Tracking: Pebble Pad has reporting, data and tracking features which demonstrate where students are at. In addition, this software includes the ability to set up surveys and reports. This data can help, and instructors can see where their students are at and how they feeling? For example, in the Sign Languages Dept, one questions posed was, "How much are you interacting with deaf people?" Questions in the survey can also be set up as open-ended questions and action items can be listed. Each page created can be its own tab or the page can be set up as a drop-down page. Faculty can also list courses and the pathways to a particular program.

- Where is Pebble Pad accessible? This software is accessible in all CANVAS courses. Faculty can turn this button on and off and can have access via a single sign on.
- e) Student use: Pebble Pad comes pre-loaded with templates. This includes assessment, accreditation, sign offs and reflections (where a student is at). For example, students can share anything that they learned, new skills, and comment on what can they do different. Student can share their struggles, areas of concerns and ask questions. Student can do an about me page add a quote or a photograph via the template. When a student submits an assignment, this can be an interactive experience as the platform allows students to add images. For example, one student created their own infographic and added links that lead to other pages with students' profile/account.
  - f) How can Faculty get started using Pebble Pad? Anyone who is interested can reach out to Alexa and Brittany to share ideas for curating and collecting. Faculty may have collected projects from students via CANVAS, but it is not in one secure place. Using Pebble Pad allows faculty to collect and archive student assignments in one central location. Pebble Pad can be used in a variety of ways such as Project Base Learning. This was done in Math for a faculty member who wanted to create an application for the real world and was then delivered to the students. There is no training for Pebble Pad currently. Faculty can ask students to create their profile page as an assignment. Students can then share links to their families and friends. Faculty can demonstrate Pebble Pad directly to incoming freshmen students.
  - g) Pebble Pad for social media: Pebble Pad can be linked to LinkedIn as a URL or vice a versa. Pebble pad is much more secure. Pebble pad can be used in the learning process, can link to social media, websites and students can generate a public URL or can restrict it. There is privacy and control feature.
  - h) Technical Support for Students: Pebble Pad is very intuitive, and students can do well without much technical support with this software. Pebble Pad has a resource page and videos can be loaded here. There is a tutorial on how to log in and how to get creative with the templates. There is no dedicated Pebble Pad tutor in the TLC, but they are working on it to make a central support for faculty and students. A video could be created which shows what steps a student's needs to take to set up their page. A similar video can be created for faculty. In the resources page there is a specific page for students which can be shared by faculty on how to create a page, how to change font size or add a picture? There used to be a process in place that wasn't the most convenient and this was via the instructor as anyone who wanted to use it had to ask for permission. There has been some work with Canyons Promise, at year 1 -2 this software information will be linked to encourage students to use. Jon Amador will help with building a video to send out to faculty and students and will work on this project over the summer. If there is progress over the summer with this project this can be pushed out in the fall. Students will be able to access their portfolios after they leave. If students want to continue to access their portfolio and account, they will need to pay \$25 dollars a year.
  - i) New College Assistant Positions: There was a recommendation to hire a college assistant to work in the employment center for the purpose of coaching students to create their Pebble Pad eportfolio. This student worker can help with building students their resumes, filling out applications etc. Harriet Happel will secure funding for these positions. This will be in place by next fall.
  - j) Next Steps: Pebble Pad will be rolled out soon. At any time, users can have access. There will be emails, notifications and reminders sent to faculty. The idea is to get faculty to try the software. There will also be flex credit and unit advancement for faculty. Alexa and Brittany

understand it faculty may not have time to dive in.

- 3) CTE Tool Kit AdHoc Post Academic Discussion Update (Please See Attachment) (Regina, SB, & Gary)
- a) Presentation to the Academic Senate: The CTE Toolkit was presented to the Academic Senate on March 24<sup>th</sup>. Gary outlined why and how this toolkit would be used. Alisha Kaminsky and MQE group looked at the document and had some suggestions and made edits. There is some discussion as to how to have HR included as part of this process. It was emphasized that for someone who is using the option #3 it would be their responsibility to demonstrate how they meet the equivalencies. There will be group that will go through the process to determine if what is submitted can be used for an equivalency. In the future if there is an industry training that is submitted the group can then determine if it is necessary to adopt that training for that certification for future applications. The committee feels that progress has been made. Alisha is suggesting to begin using this option as quickly as possible to determine what is working well and what isn't.
  - b) This option #3 is going to the state level and Gary and Harriet are working with the South-Central Coast Region. Harriet has recently been promoted to a Higher Communication position on the Executive Board for CCCAOE and Gary is the current VP for the region. Both have attended their 1<sup>st</sup> meeting. Robert Cabral will be the future President for the CCCAOE and is the current Interim Dean at Moorpark College. Robert approached Gary and asked if he could sit on the panel for ASCCC CE and Non-Credit Institute in May. Gary has been attending the CTE from the state side and this discussion regarding the CTE Toolkit has come up.
  - c) There is still no vote in Senate and toolkit may return one more time as a discussion item before it is listed as action. Regina will update this document for review by Senate for the next time. As a reminder this is an opt in and opt out option and some departments and not everyone has to use this option. There are some departments who cannot use it. Other departments could use it but may choose not to. EMT, Construction and Welding departments are thinking of using this toolkit. This may be on a yearly basis. This item was received very well in Senate there and there were fair questions. The Ad-hoc group was prepared for many of the questions that were asked and gave examples. Dr. Lynn Shaw is the current CTE Liaison for the ASCCC and she is big advocate for this toolkit.
  - d) If this doesn't get approved, then the committee can continue to review. There were many in Senate who were excited that CE is the pioneer for this toolkit. This has been talked about at the regional and state level. It was helpful that both Regina and SB stated they have qualified people to teach. There are many instructors hired with a college degree but who have never taught, who don't have that experience and many faculty had to learn how to teach. The idea is to create a program that can make faculty stronger teachers. For example, Cindy in ICUE said she could not hire Wolf Gang Puck due to not having a degree.
  - e) Will have another update on the next agenda if there are any changes will add this info to the document. Thank you to all who helped with putting this document together.

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### **Announcements: Open Forum for Discussion**

### **Future Agenda Items:**

Adjourned: 2:00 pm.