

Distance Learning Committee Notes: November 30, 2015

Present: Maria Fernandez, Nancy Shepard, Jim Gilmore, Shawn Abbott, Tim Frisbie, Todd Scott and Patrice Thatcher

Action Items:

1. Approved notes from the 10/26/15 meeting.
2. Maria will schedule/calendar our spring semester meetings for 2-3:00 on Mondays, every other week beginning 1/25/16

Discussion Items:

Review and discuss draft committee recommendations.

Goal #1:

- Maria will forward the committee's recommendation to the Academic Senate. Ideally, it will be an agenda item at the next Senate meeting. If approved, Todd identified the next step would be to present the recommendation to Scotty. In order to join the April 2016 cohort, we need to allow adequate lead time to prepare the contract.

Goal #2:

- Patrice volunteered to complete the self-paced Intro. to Canvas/@One Course over the winter break. Based on Patrice's review, the committee will discuss the adequacy of this course as an online teaching requirement and/or the need for an accompanying assessment tool.

Goal #3:

- Nancy will send the committee an electronic copy of Margie White's preliminary work on a DE guide. Our DE guide may have two "sections" --- administrative procedures and instruction/pedagogy.
- In order to prepare courses/faculty for inclusion in the OEI exchange and delivery via Canvas, the District & FA will likely need to explore appropriate incentives.
- Todd is supportive of faculty participation in the "POCR" club. Ultimately, alignment with the OEI rubric may necessitate course changes through the Curriculum Committee. In addition, we may need to explore campus policies on number of local units required for a COS degree and number of online units allowed in a degree program. Nancy indicated that numerous COS programs were recently submitted to the Chancellor's office for substantive change approval (given the extent of online coursework). Shawn will follow up on the list of COS programs that have been submitted for approval.

Additional Items:

- Maria checked out the OEI online readiness tutorials for students. These should be available to our students as soon as possible. Nancy will explore updating our student online readiness web page. We may want to pursue a FLEX activity informing faculty as to this and other emerging Canvas/OEI resources.
- To facilitate management of our goals, Shawn will transfer our goals list to a spreadsheet format, adding columns for accountability (committee members and/or additional COS staff) and timelines.