

**Distance Education Committee Minutes**

Wednesday, May 18, 2016 Location HLRC 316

**Attendees:** Eric Ichon- Administrative Co-Chair, Linda Alexander-Faculty Co-Chair; members Alice Taylor, Ken Tiara, Nancy Sander, Nancy Brambila and guests Instructor Lou Yilan (Heidi), Counselor Esther Gelsi and ASO Representative Kathleen Mijangus

**Absent Members:** Arnita Porter

**Old Business:** Minutes from Wednesday, April 27, 2016 Meeting approved

**New Business:**

- **Online Education Initiative update**
  - Dr. Porter was unable to attend so the OEI update was tabled until our next meeting.
- **CANVAS update**
  - The official migration to CANVAS start date is January 2, 2017. Migration from Etudes to Canvas will be completed by June 30, 2018.
  - @ONE has expanded options for online training.
    - Eric Ichon has been emailing faculty regarding CANVAS training.
  - Hybrid CANVAS training
    - WLAC plans to offer Hybrid Canvas training starting in June 2016
  - ETUDES training has been cancelled. It will be replaced with Canvas training.
  - Ally – will provide web based accessibility for Canvas.
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- **Distance Learning Outcomes**
  - Eric Ichon provided the Distance Ed Committee with an updated copy of Distance Learning Program Service Area Outcomes.
    - The Distance Learning Program Service Area Outcomes were approved by the Distance Education Committee.
      - Alice Taylor will take Distance Learning Program Service Area Outcomes to the next SLO Committee meeting.
- **Electronic Book Reader Colleague Letter**
  - Eric Ichon distributed the letter for informational purposes
- **NetTutor**
  - NetTutor is an online tutoring service. Tutors provided through the OEI who are available 24/7 online. It is a pilot program and has tutors in subjects and hours during times that WLAC may not have. You can integrate NetTutor into web enhanced courses.
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- **DE committee Meeting dates for Fall 2016**
  - September 21, 2016 Location TBA
  - October 19, 2016 Location TBA

- November 16, 2016 Location TBA