

West Los Angeles College  
Distance Education Committee  
December 12, 2012, HLRC 112, 12:30 - 2

**Attending:** Linda Alexander, Eric Ichon (Resource), Vanita Nicholas (Chair), Tim Russell, Nancy Sander, Alice Taylor

Approval of the Minutes from our last meet was tabled until our first meeting in Spring 2013.

Best Practices for use of the Etudes Discussion tool were discussed.

The emergence of MOOCS (Massive Open Online Courses) and their impact on community colleges was discussed.

The proposed LACCD DE Policy was discussed and revisions were recommended and forwarded to the Academic Senate President.

Ken Taira is interested in starting a Faculty Interest Group (FIG) to create online resources for students who need additional help in Computer Science, English and Math in order to assess into our entry level courses in these disciplines. Etudes shells could be used to house these learning objects and links to resources from the Khan Academy, Ted.org, etc. could be included.

State Authorization requirements and attendance reporting procedures were discussed. The Committee agreed that the College and District need to aggressively lobby to have the apportionment formula for DE revised so that Colleges are not penalized for offering online and hybrid courses. We need to determine who can best represent us at the state level to address this important issue. A noticed motion was made in support of an 18 week calendar for online classes so that the College receives full apportionment. Online classes could start a week or so earlier enabling students to start the class by completing a comprehensive Etudes/Online Learning tutorial. This will be considered at our next meeting.

“West’s Distance Education Committee supports a MOU allowing hybrid/online courses to start earlier so that they are no longer offered in a compressed schedule allowing the College to receive full apportionment.”

Should this motion fail, another option is that the curriculum work be done to create co-requisites which would consist of a fully online course and a fully on-campus class. For example, English 101 could be offered as a 2 unit on-campus class with a 1 unit online English 101 co-requisite.

Additional Future Business: Finalization of recommendation regarding revisions in the Etudes left menu.

The next meeting was tentatively scheduled for February 20, 2013<sup>4</sup> at 1:30 in HLRC 112 and every third Wednesday after that.