

## Distance Education Committee Minutes

PCR

Wednesday, October 14, 2015

### Attendees:

Administrative Co-Chair: Eric Ichon  
Faculty Co-Chair: Linda Alexander  
Attendees: Kenneth Taira

**Old Business:** Amended minutes from May 27, 2015 Meeting approved

### New Business:

1. Update on OEI/Canvas:

Eric Ichon reports that implementation of Canvas for the OEI pilot is progressing well. Instructors teaching OEI pilot courses are being trained as is DE staff. The OEI timeline for full implementation of Canvas has been pushed back to July 2018 which coincides with the end of our current contract with Etudes. Prior to that West will have to decide whether or not we wish to participate in the OEI course exchange, and if so, migrate all our classes (online, hybrid and web-enhanced) from Etudes to Canvas.

Pierce is moving to Canvas  
Trade Tech is fully on Canvas

2. Update on OEI

Timetable has been pushed back some:

- a. Pilot launch colleges that have fully moved to Canvas will begin participating in the course exchange in Fall 2016.
- b. The earliest additional pilot colleges participating in the Student Readiness and Tutoring pilots that have fully moved to Canvas can participate in the course exchange in Spring 2017.
- c. All California Community Colleges who have fully moved to Canvas can participate in the course exchange starting Fall 2017.

3. Online Instructors Handbook

Cyrus Helf has been putting up a number of self-help videos on the DE Website. Links will be embedded into the Online Instructors' Handbook.