

Distance Education Committee Minutes

Wednesday, December 09, 2015

Attendees: Eric Ichon- Administrative Co-Chair, Linda Alexander-Faculty Co-Chair, members Kenneth Taira, Nancy Sander, Nancy Brambila, Alice Taylor

Absent Members: Arnita Porter

Old Business: Minutes from Wednesday, November 18, 2015 meeting approved

New Business:

- **Notice Motion**, Student evaluations of instructors – Alice Taylor
 - Notice Motion regarding student evaluations of instructors was tabled Ms. Alice Taylor will take it back to Ms. Olga Shewfelt AFT Chapter Chair for further consultation.

- **OEI Update-** E. Ichon for A. Porter
 - The Online Education Initiative (OEI) is a collaborative effort among California Community Colleges (CCCs) to increase student success and completion by working together to increase access to quality online courses and support services for students.
 - Dean Eric Ichon has facilitated Tech Fair workshops regarding OEI and will facilitate another one in spring 2016. West's participation in the OEI Student Readiness pilot consists of three courses (Econ 1, Econ 2 and Geology 1). Three sections of two courses will be taught using Canvas in the Spring.
 - Dean Ichon will be attending all District Distance Education Committee meetings to represent West.
 - In winter 2016 LATTC and LAPC will be using Canvas.
 - In addition to the use for Student Readiness Pilot courses OEI'S Quest for Success may be used in all online/hybrid courses and courses for which instructors have requested an ETUDES site. It is highly recommended for use as a supplemental resource and not as a replacement of on-campus or online tutoring.
 - There are 19 courses that qualify for OEI. One of the requirements is that the course is part of an approved AAT/AST transfer program.
 - The Distance Learning Program website now includes OEI/Canvas information and resources
 - All faculty have a District email address, these will be used for Canvas instead of their campus email addresses

- **State Authorization Agreements - E. Ichon**
 - State authorization is a critical issue in distance education. The Dept. of Education has tasked regional accrediting agencies with enforcing state regulations. Currently there is not a lot of District support for the complex and labor intensive process of getting approval from each individual state. West has offered to take on this responsibility for the entire District if the District will fund a Student Services Aide position.

- There is pending legislation which will enable California and the District to join the National Council for State Authorization Reciprocity Agreements
- **OIH-All**
 - Dean Ichon will email the Online Instructor Handbook to all committee members for revision and feedback. **Please provide input by January 13, 2016.**
- **Spring 2016 Meeting Schedule-All**
 - The Distance Education Committee will meet on the second Wednesday of each month from 1:30pm to 3:00pm.
 - February 17, 2016 location PCR
 - March 9, 2016 location GC 210K
 - April 13, 2016 location PCR
 - May 18, 2016 location PCR