

Distance Education Committee Minutes

Winlock Lounge

Wednesday, April 22, 2015

1pm-2:30pm.

Attendees:

Administrative Co-Chair: Eric Ichon

Faculty Co-Chair: Linda Alexander

AFT Representatives: Alice Taylor

Guest: Gustavo Demoner (Faculty, Business)

We welcomed Gus Demoner to the meeting. He is a new faculty member at West. He indicated that he is an experienced online instructor.

Minutes from March 18, 2015 meeting were approved with one revision: The spelling of Eric Ichon's name was corrected.

Academic, Distance Education, and Professional Matters:

1. Copies of Arnita Porter's OEI update were distributed.
2. There was a recommendation for a policy such that when an OEI course tied to a particular instructor becomes an AFT staffing issue (e.g. seniority list situation), West will do what it necessary to make it work (e.g. adding a class). Alice Taylor will draft this in appropriate language.
3. AFT input, Online Instructor Evals: Alice Taylor has been in communication with Olga about this and is waiting to hear back.
4. Reformatting the Online Instructors' Handbook: Alice Taylor has taken the lead on making it more user-friendly.
5. If appropriate, Eric Ichon will deliver the next DE Report to the Senate at the 4/28 meeting. An important issue will be the enrollment of out-of-state students in West's online classes.
6. Etudes vs. Canvas: Eric Ichon provided copies of a document comparing the two. It was decided that we would read it before our next meeting, as Gus Demoner has offered to do a 30 minute presentation on Canvas at that time.

The DE Committee's final meeting will be on Wednesday, May 20, 2:30pm, in Winlock.