

DISTANCE ED COMMITTEE March 15, 2019

10:00am – 11:30am

CAK #202Q

Minutes

- I. Attending: Charlie Richard, Sheila Pisa, Jim Knieriem, Stacy Shipway, William Derek Moore, Nicole Smith, Kristine DiMemmo, Carol Farrar, Kathy Kelly
- II. Mission of Distance Education Committee
 - I. Submitted and for approved unanimously:
The Distance Education Subcommittee shall develop policies and promote practices that contribute to the quality and growth of distance education and bring these to the Academic and Career Technical Programs and Instructional Support Leadership Council ("ACTPIS") and Resource Development and Administrative Services Leadership Council ("RDAS").
- III. Review Distance Education Draft Plan – C. Richard/K. DiMemmo
 - I. The committee reviewed the plan. Agreed to remove much of the text
 - II. Discussion re: RCC/RCCD and OEI rubric, it will be on next agenda, there are concerns about the course exchange
 - III. Farrar: Would committee recommend that faculty should only use Canvas for online instruction to address concerns re: quality and accessibility? Can we address this and training at the next meeting?
 - IV. Moore discussed canvas status. Farrar: recommendation for next step? Should all classes be web enhanced? Pisa: DE will create canvas shells for everyone. Farrar: How do we know faculty know what not to replace in face-to-face time in the enhanced classes? What would faculty training look like?
 - V. Pisa: Starting in summer single sign on will begin and canvas shells for all courses.
 - VI. Accreditation: The team will likely look at the classes offered in fall 2019 for regular, substantive contact.
 - VII. Should there be training for students and faculty?
 - VIII. Is there a plan for fully online certificates, degrees, etc?
 - IX. Will we have data by delivery?
 - X. Can this committee work towards a DE handbook?
 - XI. Send someone to the DE conference?