

District Online Committee Minutes

Wednesday, May 8, 2019 ~ 1:00-3:00 p.m. ~ CETL - Doyle Library (3rd Floor)

Agenda Items	Activities and Outcome
Attendees:	Liko Puha, Phyllis Usina, Alicia Virtue, Jurgen Kremer, Mike Roth, Lisa Beach, Alice Hampton, Jessica Harris, Amanda Greene, Debbie Gonnella, Michael McKeever, Erin Sullivan, Michelle Larkey
Welcome and Approve Meeting Minutes:	Did not record approval of minutes
Announcements:	Michelle Larkey, new Distance Education Instructional Designer, was introduced and welcomed.
Distance Ed and state updates: [Lisa]	<p>Lisa has submitted a CTE Pathways grant proposal to CVC-OEI with a goal to create new, fully-online CTE and Adult Education certificates at SRJC. Additional goals:</p> <ul style="list-style-type: none"> • Expand access to existing online courses and certificates • Improve the quality of existing online certificates • Reduce student cost of completing courses and certificates by using Open Educational Resources where possible • Increase visibility of existing online certificates through marketing <p>Online Teaching Conference and InstructureCon Canvas conferences are happening this summer and were highlighted.</p>
OEI Grant Proposal: [Lisa]	See above
Course Exchange: next steps: [Alice]	Discussion of letter to Academic Senate recommending joining course exchange, i.e., ask for application. Senate will take vote next week. Review of Eric Thompson's talking points from Senate discussion. Discussion of enrollment implications of SRJC chosen as home college (possibly negative if SRJC is not part of the consortium); joining earlier gives opportunities for influence. Letter to the Senate was revised (see attached). Discussion of enrollment impact, bottom line: crystal ball gazing. Letter approved and to be sent to Eric Thompson.
Canvas course title change [Liko Puha]	<p>Schedule Change Challenges – SIS and Canvas sync issues occur when instructor changes occur that are pre-semester. Manual processing is required to add a new instructor, remove a previous instructor, or update a course title with a new instructor name.</p> <p>In working with IT, the proposal is to change the course title, which would allow these changes to be made programmatically.</p> <p style="padding-left: 40px;">Proposal 1: SECT ##### Section 1255: Nursing Care of the Acutely Ill</p> <p style="padding-left: 40px;">Proposal 2: ##### #1255: Nursing Care of the Acutely Ill</p> <p>Liko will send a survey to the members of the DOC to solicit preferences.</p>
Educational Technology Community of Practice update [Jessica, Phyllis Usina, Alicia]	A history and overview of the Education Technology Communities of Practice professional development training program was presented. The partnership between the Library and the Distance Education departments in offering this

	program was discussed. Ed Tech, Pedagogy, Canvas Nuts and Bolts are predominant themes of instruction, based on faculty interest. An overview of the current COP curriculum and the experiences of the group were shared.
Year-End wrap up: [Alice]	<ul style="list-style-type: none"> • Discussion of points of influence in setting up course exchange at SRJC (see above). • Alice will finish her term as faculty co-chair and is not able to serve a second term. Lisa will send out message inviting faculty to co-chair. Jurgen agrees to fall-back position.

Committee Function [CF]: 1) Promote the knowledge and understanding of Distance Education across the District. 2) Provide a forum for the discussion of and assisting with online issues related to curriculum development, faculty training, and faculty support. 3) Conduct regular assessment to determine online learning needs. 4) Develop and recommend District policy and procedures in the area of online learning. 5) Maintain a set of best practice recommendations for online instruction. 6) Provide input on the Online Learning website. 7) Provide advice as requested on matters related to online instruction. 8) Consult with the Educational Planning & Coordinating Council (EPCC) on matters related to online instruction.

Meeting Dates & (Note Takers):		
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