

District Online Committee - Agenda

 Wednesday, September 12, 2018 ~ 1:00-3:00 p.m. ~ CETL - Doyle Library (3rd Floor)

Agenda Items	Activities and Outcome
Members:	<p> Lisa Beach (Director DE, co-chair), Alicia Virtue (Dean, LRET), Liz Du Plessis (DE), Alice Hampton (Child Development), Dave Harden (Computer Studies), Corrine Haverinen (DE), Mitch Leahy (Admissions and Records, Ex Officio), Michael McKeever (Computer Studies), Mike Roth (IC, Ex Officio), Andrea Thomas (KAD), Phyllis Usina (Library, Faculty co-chair, Cheri Winter (Scheduling, Ex Officio), Amanda Greene (Counseling), Kaitlin Wood (Student Success Specialist), Corinna McClure (Health Sciences), Leena Her (Work Experience), Sarah Whyllly (DE), Jurgen Kremer (Behavioral Science), Jessica Harris (Librarian) Erin Sullivan (Beh. Sciences) Michelle Vidari (Assessment Specialist) </p> <p> Note Taker: Leena Her </p>
Approve Meeting Minutes:	TBD
Announcements:	Zoom: Can schedule a live captioner with Zoom. Zoom also provide immediate captioning and recording of the meeting.
Overview of DOC committee purpose and overview of last year's accomplishments— Alice	<p> Committee tasks and accomplishments: Approval of Distance Ed Strategic Plan Discussion and clarification of issues related to retention and completion in online courses (i.e. responsibilities, how to support/engage with faculty) </p> <p> Priorities: </p> <ol style="list-style-type: none"> 1. Strategic plan retention and completion (Discussion and support for accessibility/compliance issues, including captioning; partnered with student services to identify and update (SS) online components. Online Proctoring – faculty are testing the tools. A survey was sent out and survey results were inconclusive (not enough information) The main goal was to see if more online proctoring were available would enough faculty develop online courses. The survey was sent out at the end of the semester, so perhaps that might have been a factor for the low response. Erin POV: the response was positive, there were some concerns about directing funding to online proctoring tool when district budget being cut. 2. Professional Development- thread in discussions 3. Retention and Completion
Report: State updates, Lisa	DE Annual Report - <ul style="list-style-type: none"> • Two new members of the DE Team: Xavier Nazario and Emily Hansen

- Online FTES has increased 66.03% Since Spring 2012 to Spring 2018
- DE: Are we helping our student by helping our faculty?
- Retention: 2018 4.2% gap between F2F and Online vs. SP 2014 5.3% Gap
The gap has closed since 2012. Why is there this difference?
Has there been a consideration of comparing the same classes to see what success and retention rates are?
Success: 2018 5.5% gap between F2F and Online vs. SP 2014 8.9% Gap
- Increase in F2F sections using Canvas. Students are requesting that all of their courses use Canvas.
- SP 17 39% SP 18 41%
- We have several methods to market online learning and online courses, what are we doing to promote Canvas usage for faculty?
- Discuss methods to encourage more faculty to use Canvas. We have talked about last year, and we can continue to develop plans to encourage
- Petaluma is using an APP that will be integrated with Canvas and SIS. This may be one way to encourage more faculty to use it.
- Ideas and suggestions: discuss Canvas at department meetings, DE Department import the syllabus and assignment due dates into Canvas, peer support faculty to faculty can be a useful method.

Trainings and Appointments

38 workshops

87 instructors attending workshops

408 1:1 Appointments

Support requests

631 (1540 sections)

Support requests made via Canvas (phone/webform) 1825

Accessibility Review Stats

Courses reviewed 45

Review still in progress 27

Technologically possible for SRJC to join the Consortium (Exchange)

OEI has switch to new software that is now compatible with SIS. This may be a possibility.

	<p>Consortium: group of college that has allowed students to cross enrolled in courses across the different colleges. Advantages/Challenges (see slide created by Lisa) If DOC committee decides to join Consortium, we would take it to various constituencies and state holders (Academic Senate) 56 colleges in consortium Previous method: faculty had to go through review to list class in the consortium. New method is that courses that are reviewed will receive a badge. Courses that do not go through the review process can still be uploaded. Badged courses will appear closer to the top of the search (courses that are reviewed do 4.9% better in student success than non-reviewed)</p> <p>Next steps: The group decides to move forward to set up a meeting with Jane and Senate representatives to discuss this option. Several representatives from DOC will meet with Jane and Senate. Develop a list of questions for representative from CVC-OEI.</p> <p>Website: ccconlineed.org</p>
Marketing fully-online certificates	<p>There are full certificates available for students. Liz will continue to work with students to share their perspectives about the fully online certificates. -The marketing agenda is to preempt the development of the 115 (California Online College) -CTE offers many fully online certificate programs, the goal is to inform students.</p>
The CVC-OEI Consortium	Report
Report: Drop survey follow-up, Lisa	Report
<p>Goals and activities for 2018-2019</p> <ul style="list-style-type: none"> • Better communication across constituencies (i.e. CRC, DE addendums) • Ways to help faculty know their responsibilities when teaching online • Department Specific Policies (DSPs) – can we help? 	<ul style="list-style-type: none"> • Better communication across constituencies (i.e. CRC, DE addendums) How to help others understand what we do in DOC • Helping various constituencies understand CVC-OEI • Understanding the 115th college • Conversation with Curriculum Committee • Accreditation/Self Study • Philosophical conversations about teaching/teaching online • Software/Canvas App requests/process

• Other ideas from committee	
Note taking schedule for 2018-19	Assign tasks for the year
Adjournment	

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):	9/12/18: 10/10/18: 11/14/18: 12/12/18:	2/13/19: 3/13/19: 4/10/19: 5/8/19:
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