

Distance and Online Education Committee Meeting Minutes

February 24, 2014 – 1:30-3:00 p.m. – AGB 106

Members Present: Anne Cox, Kathy Damm, Patty Evans-Wallin, Monica Friedrich, Patti Flanigan, Caroline Gee, Jenny Langrell, Nicole Major, Brett Myhren, Joyce Quade, Donna Rane-Szostak, Valerie Senior, Pat Sullivan, Rita Tamer and Martin Welc

The DE Committee is an open committee and anyone is welcome to join.

Review of Minutes

- Please review the minutes from January 14, 2014 and let me know if there are any additions or corrections.

Online Education Workgroup

- We are trying to get a workgroup at the district level due to the fact that DE issues are district wide, specifically Saddleback and IVC must be in agreement. This would be a subcommittee of the District Online Education Committee (DOEC) to address these issues. We had one unofficial meeting that was very productive and a list of issues that need to be addressed was created; Jenny Langrell will send out the list. However, our workgroup will continue to meet and bring information to our DE Committee and the chair of the DE Committee will take our issues and concerns to this new district workgroup. (I know this can be a little confusing.)
- The next meeting of the Saddleback Online Education Workgroup will be on March 10 @ 1:30 in LRC 337.

Ongoing Issues

- **AR 6112 - DE Regular Effective Contact**

The committee had a lengthy discussion regarding the issues surrounding DE education and possible changes. The discussion included the issue of Regular Effective Contact, the possibility of changing the DE approval process and how ACCJC is looking very closely at DE courses. Many feel the scrutiny by ACCJC is due to abuse by some and that many courses are really correspondence courses, not DE courses.

The committee agreed that “Content Delivery” section of AR 6112 needs to be re-written. Jenny, Kathy, Patti and Valerie agreed to try and draft new language for this section.

- **Online Tutoring**

The issue of Online Tutoring has risen to the point where most feel we must do something to address this need. However, it is still unclear which of the possible solutions will be best for us. A Basic Aid Request was submitted for “Proof of

Concept for Online Tutoring” for Saddleback and IVC in the amount of \$90,000.00. It is unclear at this time if it will be funded, but if it is this will give us some money to investigate possible solutions to this issue.

Blackboard Update

- **Social Networking**

Social Networking has already been installed on the server, it just hasn't been enabled at this point. One concern raised last semester was privacy issues. The issues with privacy are being addressed at the district level. One part of the Social Networking feature is the ability to put an image as an avatar that represents them. If, however, the image was inappropriate then anyone could block the student and immediately a Blackboard administrator would be contacted. At the next level we would remove the image and if student discipline was needed then it could go to that next step. These are the types of issues we need to be discussing. The avatar would show up throughout Blackboard. Once there the Social Networking feature is enabled it will give the student the option to interact with other students in the class in different ways than what are available now. IVC currently has a campus policy regarding Social Media Guidelines: <http://www.ivc.edu/resources/policies/pages/socialmedia.aspx>. Valerie will do a demo at a future meeting.

- **Content Manager/E-Portfolios/Blackboard Drive**

E-Portfolios and Drive are both part of the Content Manager in Blackboard. We currently don't have the Content Manager which is a content management system in the cloud. E-Portfolios have become increasingly useful for students by helping them create a portfolio of their work for future jobs and/or transfer to their next college. This is available in the Content Management portion of Blackboard. Blackboard Drive allows you to map files on your local computer to your Blackboard files. We will continue to investigate and see if this feature is something we would want to add to our existing contract. Valerie will also do a demo of this feature at a future meeting.

CIDDE/Faculty Center for Student Success

- **CIDDE Survey**

The survey results that were handed out are for your review. The CIDDE is still interested in any feedback regarding classes that are offered in the CIDDE and/or that you would like to see offered. Our February and March classes are selected based on the results of the survey.

- **Faculty Center for Student Success (formerly CIDDE/ITL)**

We have the Institute for Teach and Learning (ITL), which was to be a place for best practices for all kinds of teaching. Under this umbrella was CIDDE, which focused primarily on Distance Education. The idea was to have a place to house resources for types of teaching. However, people were confused with what ITL

was versus what the CIDDE was. When CIDDE was first created it had a very specific focus and they have been doing a great job. However, now that it will be used as a “housing center” for teaching and resources for best practices the name didn’t quite seem to fit anymore. We will be asking what the faculty need regarding this issue, so if you have ideas or suggestions please let us know.

- **Faculty Center for Student Success – New Hours**

M-Th 7:00 AM – 6:00 PM

F 7:00 AM – 4:00 PM

Alison was just hired and her hours are:

M-Th 12:00 PM – 6:00 PM

Student Success Summit

- This is an all-day event at IVC and they are asking for proposals. This is not just for faculty; it is for anyone that would like to present including faculty, staff and administrators.
- April 25 from 8:00 AM – 5:00 PM at IVC
- [Proposal Form](#)
- <https://www.saddleback.edu/faculty-resources/student-success-summit>

Next Meeting: March 17, 2014