

MINUTES
Distance Education Committee
Date: November 5, 2015
Room: G101 Conference Center (Old Art Gallery)

Attendance: Sharon Bober, Ken Cheney, Katie Datko, Maria Faccuseh,
Rhea Presiado, Tammy Knott Silva, Mark Whitworth, Sonia Wurst
NO QUORUM MET

- 1) Lunch and Hospitality: 12:00 pm
- 2) Call to Order: 12:10pm. No Quorum met. Discussion of items only, NO voting.
- 3) TABLED: Approval of Meeting Minutes: October 20, 2015
- 4) Public Comment: None
- 5) DISCUSSION: Following up on Course Load and Office Hour recommendations: Policy has to go to the board of trustees and /or union. Mark has run by the union and they have no problem with the recommendations. We could pursue an MOU in month. Or we may want to pursue getting recommendations into the contract, so would address before negotiations. DE Committee needs to move the recommendations "up the chain". DE Committee should bring the recommendations to the Academic Senate as an informational item. Committee should document that paper trail of where the recommendations have gone previously and where they need to go next to become policy.
- 6) DISCUSSION of Possible Sub Committee Assignments
 - a) Solutions to scheduling F2F portion of hybrid courses: Hybrid scheduling solutions, ideas for templates. Sharon Bober, Claudia Van Corva (nominated) & Sonia Wurst would like to form a sub-committee. Can the subcommittee identify: the types of hybrid classes this affects? What are the preferred rooms? How many meetings are f2f?

b) DISCUSSION of the Review of Model Course template proposals from DE Department. Rhea Presiado, Tammy & Mark volunteered to join subcommittee. Will review templates with Susan. Try to get templates to review, offer feedback, and bring back to the committee.

Institutional support. The DE Committee expressed interest into investigating the Model Course Program. Is a Model course something we want at all? Vs Master Courses with the edit button? What about the facilitator training?

c) DSPS Concerns: Katie Datko volunteered to chair this subcommittee, Rhea also expressed interest. They will investigate DSPS issues and the possibility of a DE Standing member from DSPS.

7) DISCUSS: Revision of Evaluation Rec 115 and 116. Committee stated they would review and offer comment for next meeting.

8) Plan for Future Meetings

9) Adjourn 12:55 pm.