

Distance Education Committee
Minutes
June 1, 2010 – C225

Committee Attendees: Sandra Haynes (VAMS), chair, Sharon Bober (Mathematics), Andrzej Bojarczak (Languages), Regina Fernandez (DSPS), Shelley Gaskin (B&CT), Krista Goguen (Library), Elizabeth Polenzani (B&CT), Rhea Presiado (Natural Sciences), Sonia Wurst (B&CT).

Guests: Dr. Allen Dooley, Dr. Carole Robinson

I. Welcome and Introductions

Chair Sandy Haynes welcomed committee members and guests.

II. DE Updates

S. Haynes thanked all committee members for their hard work this past year in reviewing and passing policy and procedure recommendations for distance education as recommended by WASC accreditors.

III. Continuing Business

Recommendation 109: Teacher Load and **Recommendation 111: Intellectual Property Rights and Copyright** were approved by the Academic Senate on May 17.

The final presentation to the Academic Senate is June 7.

Discussion and review for approval of Accreditation Task Force documents: Sandy Haynes

Recommendation 114: Self-Assessment of Online Facilitation

A self-assessment of online facilitation of a distance education course can help current and new distance education instructors improve/develop a course with high quality standards by helping the instructor to manage the facilitation of the class using managerial, pedagogical social and technical approaches.

Discussion centered around the use of the Assessing Online Facilitation Instrument as a self/peer assessment to help improve online instruction.

With some minor changes in language, Recommendation 114 was approved by the DE Committee.

The meeting was adjourned.

Next Meeting: Fall 2010.

Submitted by S. Haynes