

# Distance Education Committee

## Minutes

May 18, 2010 C225

**Committee Attendees:** Sandra Haynes (VAMS), chair, Regina Fernandez (DSPA), Shelley Gaskin (B&CT), Krista Goguen (Library), Rhea Presiado (Natural Sciences), Sonia Wurst (B&CT).  
**Guests:** Dr. Allen Dooley (Academic Support).

### I. Welcome and Introductions

Chair Sandy Haynes welcomed committee members and guest, Dr. Allen Dooley.

### II. DE Updates

S. Haynes informed the Committee that the next meeting has been changed to Tuesday, June 1, instead of the scheduled meeting of June 8, because the last meeting of the Academic Senate will be June 7. We want to present as many DE recommendations on Policy and Procedure to the Senate before the end of the academic term.

A. Dooley indicated that we could renew our Blackboard contract for one year, although we will likely need two years if we intend to make a move to a different LMS. In the Fall 2010, we could begin the process of inviting vendors to the campus and examining other LMS's. S. Gaskin indicated that renewing for one year might keep Bb more "in touch" with us. K. Goguen indicated that we should remember to keep other campus committees, for example Faculty Technology and Campus Technology, informed of any changes we anticipate to the LMS. S. Haynes indicated that she has invited Eric Hanson, chair of Campus Technology, to come to our meetings.

S. Haynes reviewed parts of a survey from the Instructional Technology Council, in which one major finding indicated that there was a 22% increase in DE enrollments over the past year (2009) at community colleges. The survey also revealed that the number one challenge for institutions in DE is support staff for training and assistance. Accessibility is also an issue. S. Haynes will put up a link to the survey on the DE web site.

<http://www.itcnetwork.org/file.php?file=%2F1%2FITCAAnnualSurvey2009Results.pdf>

S. Haynes reported that she had a meeting with President-Elect of the Academic Senate, Ed Martinez. E. Martinez indicated that he sees DE as a top priority, and S. Haynes feels confident about his continuing support. The two also discussed the issue of release time for the DE Chair who will have increasing responsibilities in the future including participating regularly on the C&I Committee.

### III. Old Business

S. Haynes updated the Committee on what she presented to the Academic Senate on May 17, 2010:

- **Recommendations 109: Teacher Load**, and **111: Intellectual Property Rights and Copyright** were approved by the Academic Senate. **Recommendation 112: Distance Education Course Quality Rubric** was presented for consideration and a

possible vote at its next meeting on June 7. E. Martinez, Academic Senate President-Elect, directly asked the representative of the faculty bargaining unit, R. Marheine to move on reviewing the Academic Senate DE recommendations and take some action. R. Marheine replied that the Faculty Association would work on doing so.

#### **IV. Open Discussion**

S. Haynes mentioned that at the New Media Center Retreat this morning, there was a fine speaker, Micah Orloff, from @ONE who spoke about issues of distance education training for instructors. S. Haynes reiterated her desire to develop a DE newsletter, with a blog, as part of our website, so that we can communicate more widely and effectively about DE issues. We need to get the assistance of Jason Bettrue to move forward with this element of our website that helps with the exchange of information on our campus.

#### **V. Continuing Business**

##### **Accreditation Task Force Documents**

##### **1. Recommendation 113: Student Conduct and Academic Integrity**

Discussion ensued regarding the introductory information to the recommendation. As represented in the recommendation, the Committee acknowledged that the Academic Senate, through our Committee, *did* conduct a survey of all faculty last year about student conduct and academic integrity. The summary and results of the *Academic Senate Faculty Survey on Academic Integrity and Authentication* are posted on our website.

Following some additional discussion and minor language changes, S. Gaskin motioned and K. Goguen seconded, to approve Recommendation 113 as revised, and have S. Haynes move it forward to the Academic Senate. The Committee voted to approve.

S. Haynes indicated that she hoped the DE Committee would look at two additional recommendations before the end of the spring semester. The Academic Senate votes will have to come in the fall, 2010.

The meeting was adjourned.

**The next meeting is scheduled for June 1.**

Submitted by Shelley Gaskin  
Revised by Sandy Haynes