



Distance Education and Technology Committee Agenda

Tuesday, September 22, 2015
L-201
3:00 p.m. – 4:00 p.m.

Type of Meeting: Regular
Note Taker: Priscilla Jenison
Please Review/Bring: Agenda Packet

Committee Members:
Perry Jehlicka, Co-Chair
Dr. Charlotte Forte-Parnell

Items	Person	Action
I. Approval of Minutes	All	a. September 8, 2015 DETC Meeting
II. Opening Comments from the Co-Chairs	Perry Jehlicka Dr. Charlotte Forte-Parnell	
III. Open Comments from the Public		
IV. Discussion Items		a. New Distance Ed Course Form – Dr. Scott Lee b. Adding Blended as a DE Course Type – Dr. Scott Lee c. Review of 2014-2015 DETC Goals d. Develop 2015-2016 DETC Goals
V. Adjournment		
NEXT MEETING: October 13, 2015		



Distance Education and Technology Committee Minutes

Tuesday, September 22, 2015
L-201
3:00 p.m. – 4:00 p.m.

Type of Meeting: Regular
Note Taker: Priscilla Jenison
Please Review/Bring: Agenda Packet

Committee Members:
Perry Jehlicka, Co-Chair
Dr. Bonnie Suderman, Co-Chair
Dr. Charlotte Forte-Parnell, Co-Chair Designee
Dr. Tom O’Neil, Administrative Member
Walter Briggs, Counseling Faculty Representative
Dr. Scott Lee, AP&P Representative
Priscilla Jenison, Faculty Member
Angela Shaheen, Faculty Member - ABSENT
John Toth, AVFCT Member
Rick Shaw, ITS Management Member
Greg Krynen, ITS Technical Trainer
Mike Wilmes, Blackboard Administrator

Items	Person	Action
I. Approval of Minutes	All	a. September 8, 2015 DETC Meeting A motion was made and seconded to approve minutes of the September 8, 2015 DETC meeting. Motion carried.
II. Opening Comments from the Co-Chairs	P Jehlicka, C Parnell	<ul style="list-style-type: none"> Perry Jehlicka discussed the Online Education Initiative (OEI) and CANVAS upgrade resources. He asked members to begin thinking about switching from Blackboard to CANVAS in 2017. Dr. Charlotte Forte-Parnell would like to ask some faculty to use the pilot during the trial period provided by CANVAS.
III. Open Comments from the Public		<ul style="list-style-type: none"> Dr. Scott Lee suggested shopping for a new online learning management system as soon as possible. Dr. Scott Lee noted 88 distanced education courses must be rewritten by November 2015.
IV. Discussion Items	S Lee	a. New Distance Ed Course Form – Dr. Scott Lee



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	S Lee	b. Adding Blended as a DE Course Type – Dr. Scott Lee There are currently two (2) types of online courses: 1) Regular (all work is done off campus) 2) Hybrid (students come just once or just for exams) AP&P I s requesting a third option of a blended online course.
	P Jehlicka	c. Review of 2014-2015 DETC Goals
	P Jehlicka	d. Develop 2015-2016 DETC Goals Perry Jehlicka noted goals needed to discuss, including an attendance form for online courses. Consensus was to see what OEI offers, then determine whether or not to create our own. Mr. Jehlicka noted the 2013-14 goal regarding a proposed handbook for guidelines of teaching online was not met. One goal moved over to 2015-16 is training and certification of online teachers at AVC. Members agreed it should become goal #1, and included in the master plan for online teachers. Goal #6 is handled by the Accreditation Coordinator and the Accreditation Committee. Goal #7 is incorporated in the main goal of the master plan. It was decided to begin with one or two goals.
V. Adjournment		The Distance Education and Technology Committee meeting of September 22, 2015 was adjourned at 4:05 p.m.
NEXT MEETING: October 13, 2015		