



ANTELOPE VALLEY COLLEGE
DISTANCE EDUCATION AND TECHNOLOGY COMMITTEE
REVISED AGENDA
October 8, 2013
3:30 p.m. to 4:30 p.m.
L 201

To conform to the open meeting act, the public may attend open sessions

1. CALL TO ORDER AND ROLL CALL
2. OPENING COMMENTS FROM THE CHAIRS
3. OPEN COMMENTS FROM THE PUBLIC
4. APPROVAL OF MINUTES
 - a. September 24, 2013 Minutes – to be provided
6. DISCUSSION ITEMS
 - a. 2013-2014 DETC Mission and Goals
 - b. Hybrid Classes – Creation of Sub-Committee
7. 5. ACTION ITEMS
None
8. ANNOUNCEMENTS
Dr. Rolando Regino Dean of Distance Ed at VVC has invited anyone to attend their November 8th meeting with @One Training in distance ed. Please contact him directly if you are interested. His phone is 760-245-4271 ex 2530 or email rolando.regino@vvc.edu.
9. ADJOURNMENT

NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.



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DISTANCE EDUCATION AND TECHNOLOGY COMMITTEE
MINUTES
October 8, 2013
3:30 p.m. to 4:30 p.m.
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To conform to the open meeting act, the public may attend open sessions

1. CALL TO ORDER AND ROLL CALL

The Distance Education and Technology Committee meeting of October 8, 2013, was called to order at 3:35 p.m. by Dr. Nancy Bednar and Dr. Charlotte Forte-Parnell, Co-chairs.

2. OPENING COMMENTS FROM THE CHAIRS

Dr. Charlotte Forte-Parnell reported researching Title 5 for clarification on mandates for FTE locations. Title 5 Section 587711415 states the FTE must stay at the college or site where scheduled, and cannot be moved from that site. Until Palmdale is robust enough to maintain the 1,000 we must continue to conduct orientations there. Dr. Parnell clarified that wherever the census designation is, is where the FTE resides.

3. OPEN COMMENTS FROM THE PUBLIC

Mr. Mike Wilmes reported receiving archives back from Blackboard. He initially sent 250 gigabytes out. There are currently 179 shells greater than 150 megabytes in size. The AVC template is 135. The shell for technical training Mr. Greg Krynen uses is 150 megabytes. Mr. Wilmes will research to determine whether space is adequate for the current contract.

Faculty with shells greater than ½ gigabyte size can be an issue, and are to contact Greg Krynen to determine what is going on and how to address it. Other platforms can be utilized. Mr. Wilmes does not wish to impose quotes, but manage space. He will identify whether more space is needed, and develop processes to stay within the constraints of the contract.

4. APPROVAL OF MINUTES

a. September 24, 2013 Minutes – to be provided

A motion was made and seconded to approve the minutes of the September 24, 2013 meeting, with corrections. Motion carried with one (1) abstention.

6. DISCUSSION ITEMS

a. 2013-2014 DETC Mission and Goals

Discussion was made regarding current DETC Goals. Dr. Parnell expressed concern the goals are not identified, nor measurable as written. She suggested a structure to monitor/measure the goal and impact.

Dr. Bednar noted Mr. Greg Krynen and Mr. Mike Wilmes do an efficient job monitoring the course Management System (Blackboard). Mr. Rick Shaw suggested an annual survey of Distance Education faculty: 4-5 questions to develop operational monitoring that can be built upon each year.

Discussion was made regarding the collecting evaluation data on Blackboard, for consideration in future course management systems (CMS). Dr. Parnell noted proper tracking and documentation of competing platforms will allow for consideration of alternate course management systems, rather than selecting one while in crisis mode. Dr. Bednar mentioned talk of a statewide CMS for all community colleges, with each college receiving a discount and payment channeled through the Chancellor's office.

Dr. Bednar asked members to take current goals back for further review and discussion at the October 22, 2013 DETC meeting. Mr. Rick Shaw noted the goals should be published on the DETC webpage.

b. Hybrid Classes – Creation of Sub-Committee

Dr. Bednar reported she researched CurricUNET to find the Course outline of Record mandates one (1) orientation meeting constitutes a hybrid course. She explained we cannot teach hybrid course without significant work and after AP&P conducts the course revision.

Dr. Bednar asked members to consider offering hybrid courses for presentation to AP&P for Fall 2015. She suggested presenting the concept to President Knudson as well. Dr. Charles Hood reported concern in the Language Arts division due to lack of training.

Dr. Bednar asked if divisions want to brainstorm on how to create hybrid classes. Dr. Hood stated Language Arts has not decided if they wish to do so.

7. ACTION ITEMS

None

8. ANNOUNCEMENTS

Dr. Bednar announced that Dr. Rolando Regino Dean of Distance Ed at VVC has invited anyone to attend their November 8th meeting with @One Training in distance ed. Please contact him directly if you are interested. His phone is 760-245-4271 ex 2530 or email rolando.regino@vvc.edu.

9. ADJOURNMENT

A motion was made and seconded to adjourn the October 8, 2013 Distance Education and Technology Committee meeting at 4:31 p.m.

MEMBERS PRESENT		
Dr. Nancy Bednar	Charles Hood	Rick Shaw
Dr. Charlotte Forte Parnell	Priscilla Jenison	John Toth
Walter Briggs	Ron Mummaw	Scott Tuss
Diane Flores-Kagan	Dr. Tom O'Neil	Sam Adams, ASO Representative
MEMBERS ABSENT		GUESTS/EX-OFFICIO
Dr. Scott Lee	Jayne Star	Greg Krynen
Ken Sawicki		Mike Wilmes

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Approved: October 22, 2013 Distance Education and Technology Committee Meeting