

Distance Education and Technology Committee Agenda

Tuesday, February 27, 2018 3:00 p.m. - 4:00 p.m. L-201

Type of Meeting: Regular

Please Review/Bring: Agenda Packet

Committee Members:

Perry Jehlicka, Co-Chair

Dr. Bonnie Suderman, Co-Chair

Greg Bormann, VPAA Co-Chair Designee Dr. Tom O'Neil, Administrative Member

Walter Briggs, Counseling Faculty Representative

Dr. Scott Lee, AP&P Representative

Jimmie Bowen, Faculty Member

Mary Rose Toll, Faculty Member

Kathy Osburn, Faculty Member

Ken Sawicki, ITS Alternative Media Specialist

John Toth, AVFCT Member

Sheri Langaman, Classified Union Representative

Dr. Ed Beyer, Instructional Designer

Rick Shaw, ITS Management Member

Greg Krynen, ITS Technical Trainer

Mike Wilmes, Blackboard Administrator

Darnell White, IMC Representative

Guests

Guests:		
Items	Person	Action
I. Call to Order	Perry Jehlicka	
II. Approval of Agenda	Perry Jehlicka	
III. Opening Comments from Co-chairs	Perry Jehlicka	
IV. Open Comments from the Public		
V. Approval of Minutes	All	A. February 13, 2018 DETC Meeting (to be provided)
B. Discussion Items	Perry Jehlicka	A. Campus OEI Implementation Team
	Perry Jehlicka	B. Mentorship
	Dr. Ed Beyer	C. OEI Review
	Dr. Ed Beyer	D. Course Design Rubric (attachment)
C. Action Items		
D. Adjournment		
NEXT MEETING: 2/27/18		



Distance Education and Technology Committee Minutes

Tuesday, February 27, 2018 3:00 p.m. - 4:00 p.m. L-201

Type of Meeting: Regular

Please Review/Bring: Agenda Packet

Committee Members:

Perry Jehlicka, Co-Chair

Dr. Bonnie Suderman, Co-Chair

Greg Bormann, VPAA Co-Chair Designee

Dr. Tom O'Neil, Administrative Member - ABSENT

Walter Briggs, Counseling Faculty Representative

Dr. Scott Lee, AP&P Representative

Jimmie Bowen, Faculty Member

Rona Brynin – Faculty Member

Mary Rose Toll, Faculty Member

Kathy Osburn, Faculty Member

Ken Sawicki, ITS Alternative Media Specialist

John Toth, AVFCT Member

Sheri Langaman, Classified Union Representative - Proxy

Dr. Ed Beyer, Instructional Designer

Rick Shaw, ITS Management Member

Greg Krynen, ITS Technical Trainer

Mike Wilmes, Blackboard Administrator

Darnell White, IMC Representative - ABSENT

Guests:

Guests.				
Items	Person	Action		
I. Call to Order	Perry Jehlicka			
II. Approval of Agenda	Perry Jehlicka	A motion was made and seconded to approve the agenda as presented. Motion carried unanimously.		
III. Opening Comments from Co-chairs	Perry Jehlicka	Perry & Greg just returned from OEI meeting. There are 90 sections. The goal is to have 1,000 in one (1) year. Funding is ongoing. There will be resources available for faculty putting together a course. A marketing team was hired for OEI. There are 49 letters of interest from other Community Colleges for OEI.		
IV. Open Comments from the Public				
V. Approval of Minutes	All	A. February 13, 2018 DETC Meeting (to be provided) A motion was made and seconded to approve minutes with one (1) correction. Motion carried with two (2) abstentions.		
B. Discussion Items	Perry Jehlicka	A. Campus OEI Implementation Team Perry met with financial aid and admissions. Talked to		

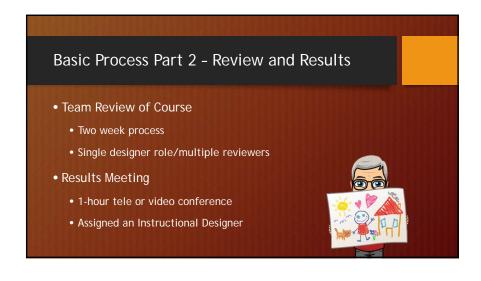
Approved: March 13, 2018 Distance Education & Technology Committee Meeting

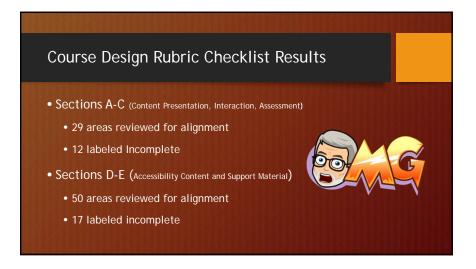


NEXT MEETING: 3/13/18						
D. Adjournment						
C. Action Items						
		Dr. Beyer reviewed the Course Design Rubric - see attachment.				
	Dr. Ed Beyer	D. Course Design Rubric (attachment)				
		Dr. Beyer gave a PowerPoint - see attachment.				
	Dr. Ed Beyer	Perry, Mary Rose or Ed Beyer for assistance. C. OEI Review				
	Perry Jehlicka	Perry will draft an email for faculty who will connect with				
		B. Mentorship				
		will find out what other campuses are doing and will report back at next meeting.				
		are unaware of the ability to have an exchange class. Perry				
		process is not being done well, but manually. Perry: live classes want to have a statewide marketing plan. Students				
		that need addressing. Perry explained the application				
		Suggested holding meetings regularly with Marketing, IT, etc. Dr. Beyer noted there are backend technical problems				
		Rick Shaw. OEI team came to our campus last year.				









Rubric Alignment Sections A-C Issues

- Sections A-C
 - Structural changes to course flow
 - Lack of rubrics throughout (except discussions)
 - Communication, Feedback, & Technology plans
 - Self-Assessment Opportunities
 - Links to Student Support Services



Rubric Alignment Sections D-E Issues

- Sections D-E
 - Non-compliant PDFs
 - Publisher's Student Data Files
 - Non-descriptive links (alt tags in link images)
 - Table Headers and Captions



So Why Go Through With It?

- Face-to-Face vs. Online Success Rates
 - Narrowed to approximately 6%
 - OEI Pilot Colleges performing at +2.9% above the statewide average
- OEI Pilot Sections Success Rate
 - Performing at +3.9% above statewide average

(Data: Research and Planning Group for California Community Colleges "The Unline Education Initiative; (Data: Research and Planning Group for California's Community Colleges" - 2017)



Thoughts and Take-Aways

- Lessons Learned
 - Leave your ego at the door
 - Easier to build from scratch
 - Keep an open mind
 - Abandon PDFs unless they are critical
 - Tables are not for layout



AVC Online Course Rubric			
Section A – Content Presentation	Good	Fair	Poor
Course Learning Outcomes are included and easy to access			
2. Objectives are included for each learning module			
3. Course design includes how-to directions (i.e. navigate the course, contact the professor, submit assignments, etc.)			
4. Course navigation is clear and intuitive			
5. Content is chunked into distinct learning units or modules			
6. Access to course content and resources is clear and streamlined			
7. Course includes a variety of modalities (text, audio, video, graphics)			
8. Institutional policies are included and easy to access			
9. Links to student services are included and easy to access			
Section B – Interaction			Poor
Instructor contact information is included and easily available			
2. Instructor has a method or plan to initiate contact prior to or on the first day of class			
3. Instructor has a method or plan to initiate weekly announcements			
4. Clear guidelines for communication with instructor are included and easily available.			
5. Clear guidelines are provided that explain required levels of student participation			
6. Multiple communication methods are used to ensure regular and effective contact			
7. Students have a method to initiate interaction directly with the instructor			
8. Students have a method to initiate interaction directly with other students			
9. Course technology support links are included and easily accessed			
Section C – Assessment			Poor
1. Assessments appear appropriate to the course content			
2. Multiple assessments are administered throughout the course			
3. Assessments contain clear instructions on how to complete the assessment			
4. Students have opportunities for self-assessment			
Section D – Accessibility	Good	Fair	Poor
1. Content pages and files consistently use heading styles			
2. Lists are created using the bullet or numbered list tool			
3. Underlines are used only to indicate active links			
4. Tables contain header cells and allow screen readers to read in correct order			
5. There is sufficient color contrast between the foreground and background			
6. Images contain alt text that is less than 120 characters			
7. Presentation slides each have a unique title			
8. Presentation graphics have alt text			
9. Videos are accurately closed captioned			
10. Live broadcasts provide means for displaying closed captions			
11. Multi-Media is not set to auto-play			
12. PDFs pass the Adobe Accessibility Check with no substantial errors			
13. Multimedia does not blink or strobe			