



# Distance Education and Technology Committee Agenda

Tuesday, October 11th, 2016  
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  
 Dr. Peter Chege, Co-Chair Designee  
 Dr. Tom O’Neil, Administrative Member  
 Walter Briggs, Counseling Faculty Representative  
 Mary Rose Toll, AP&P Representative  
 Jimmie Bowen, Faculty Member  
 Priscilla Jenison, Faculty Member  
 Kathy Osburn Faculty Member,  
 Cynthia Kincaid, Faculty Member  
 Angela Shaheen, Faculty Member  
 Ken Sawicki, ITS Alternative Media Specialist  
 John Toth, AVFCT Member  
 Scott Tuss, Classified Union Representative  
 Rick Shaw, ITS Management Member  
 Greg Krynen, ITS Technical Trainer  
 Mike Wilmes, Blackboard Administrator  
 Darnell White, IMC Representative

Items	Person	Action
I. Approval of Minutes	All	a. September 13, 2016 DETC Meeting
II. Opening Comments from the Co-Chairs	P Jehlicka P Chege	
III. Open Comments from the Public		
IV. Discussion Items	M Wilmes P Jehlicka P Jehlicka P Jehlicka	a. Blackboard b. Goals for the Year c. OEI Visit/Form d. OEI Instructors
V. Action Items		
b. Adjournment		
<b>NEXT MEETING:</b> October 11, 2016		Fall Semester 10/11, 10/25, 11/8, 11/22,



# Distance Education and Technology Committee Minutes

Tuesday, September 13, 2016  
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 –
- Dr. Peter Chege Co-Chair Designee
- Dr. Tom O’Neil, Administrative Member - Absent
- Walter Briggs, Counseling Faculty Representative - Absent
- Dr. Scott Lee, AP&P Representative – On Leave
- Jimmie Bowen, Faculty Member
- Priscilla Jenison, Faculty Member
- Kelly Osburn, Faculty Member
- Cynthia Kincaid, Faculty Member
- Ken Sawicki, ITS Alternative Media Specialist
- John Toth, AVFCT Member
- Scott Tuss, Classified Union Representative
- Rick Shaw, ITS Management Member
- Greg Krynen, ITS Technical Trainer
- Mike Wilmes, Blackboard Administrator –
- Darnell White, IMC Representative

Items	Person	Action
I. Approval of Minutes	All	a. May 24, 2016 DETC Meeting (attachment) <i>A motion was made and seconded to approve minutes of the May 24, 2016 meeting. Motion carried.</i>
II. Opening Comments from the Co-Chairs	P Jehlicka	We meet the 2 <sup>nd</sup> and 4 <sup>th</sup> Tuesday of the month and start at 3:00. Please be on time. It’s a big year trying to get Canvas underway. Online Conference in June-very insightful. We have staff development now. The conference will be in Anaheim and he recommended attending it.
III. Open Comments from the Public		Two new members: Dean Chege Kelly Osburn



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		Cynthia Kincaid
IV. Discussion Items	P Jehlicka	<p>Mary Rose Toll is taking Dr. Lee’s spot temporarily.</p> <ul style="list-style-type: none"> <li>a. Net Tutor – reports have gotten lost. We need to take full use of it. It is part of our OEI. Krynan reported that there has been bad information out on it.</li> <li>b. Canvas training-turn out has been good so far. It is easier to use than Blackboard. Greg Krynan is doubling up on training each week. He is learning it at the same time as faculty.</li> <li>c. Goals for the year – Perry reported that Faculty handbook is online now. He asked if it would be helpful if we had questions put up similar to FAQ for instructors. Greg said the training page is up with something similar which has videos and helps. Another potential goal reported by Perry is to develop a faculty mentorship program where instructors can help instructors. The question came up asking if instructors should be required some form of training or to show a certificate proving they are eligible to teach an online course in Canvas. Dean Chege suggested choosing a core group of experienced faculty to mentor other faculty. Perry made the suggestion of counting Canvas training as FLEX hours.</li> </ul> <p>A question came up if Blackboard ends in June, how long will faculty have before they export classes to Canvas? Perry will get information from Coastline to bring to the 27<sup>th</sup> meeting.</p> <ul style="list-style-type: none"> <li>d. Perry mentioned we need to find Someone to teach in the OEI. (Possibly Nancy Bednar because she is in the process of getting approved.)</li> </ul>
V. Action Items		
a. Adjournment		
<b>NEXT MEETING:</b> September 27, 2016		Fall 9/27, 10/11 and 10/25, 11/8 and 11/22