



# Distance Education and Technology Committee Agenda

Tuesday, April 12, 2016  
3:00 p.m. – 4:00 p.m.  
L-201

**Type of Meeting:** Regular  
**Note Taker:**  
**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  
 Jimmie Bowen, Faculty Member  
 Priscilla Jenison, Faculty Member  
 Lucia Pozo, Faculty Member  
 Angela Shaheen, Faculty Member  
 Ken Sawicki, ITS Alternative Media Specialist  
 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. March 5, 2016 DETC Meeting (attachment)
II. Opening Comments from the Co-Chairs	P Jehlicka	
III. Open Comments from the Public		
IV. Discussion Items	P Jahlicka P Jahlicka	a. LMS Contract b. Faculty Policy and Guideline Handbook
V. Action Items		a. Category of Blended Classes b. Recommendation to AP&P
VI. Adjournment		
<b>NEXT MEETING:</b> April 19, 2016		



# Distance Education and Technology Committee Minutes

Tuesday, April 12, 2016  
3:00 p.m. – 4:00 p.m.  
L-201

**Type of Meeting:** Regular  
**Note Taker:**  
**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  
Jimmie Bowen, Faculty Member  
Priscilla Jenison, Faculty Member  
Lucia Pozo, Faculty Member  
Angela Shaheen, Faculty Member  
Ken Sawicki, ITS Alternative Media Specialist  
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. March 5, 2016 DETC Meeting (attachment) <i>A motion was made and seconded to approve minutes of the March 5, 2016 DETC meeting. Motion carried.</i>
II. Opening Comments from the Co-Chairs	P Jehlicka	<ul style="list-style-type: none"> <li>Perry met with Dr. Suderman – an online preparedness class will not be approved by the Chancellor’s office. Her recommendation is each instructor creates their own way to prepared students within their shell. Members discussed various problems with student retention in online classes. One problem is faculty are not using Blackboard. If they end up leaving before the end of the semester there is no access to students’ work if it is not in Blackboard. It was suggested there</li> </ul>



ANTELOPE VALLEY COLLEGE

		should be a policy requiring online teachers to work through Blackboard, connecting to the outside source through the Learning Management System (LMS).
III. Open Comments from the Public		
IV. Discussion Items	P Jahlicka	<p>a. LMS Contract Members discussed the Learning Management System contract. DETC will select (4) contractors who will make a presentation to the entire campus.</p> <p>b. Faculty Policy and Guideline Handbook Changes to the handbook will be discussed at the April 25, 2016 meeting.</p>
V. Action Items		<p>a. Category of Blended Classes - Recommendation to AP&amp;P <b><i>A motion was made and seconded to make a recommendation to AP&amp;P regarding blended and hybrid classes.</i></b> The recommendation will be altering the definition of <b><i>hybrid</i></b>, and will add a definition for <b><i>blended</i></b>. <b><i>Blended classes</i></b> involves instruction in the classroom and online; <b><i>hybrid classes</i></b> hold an initial introduction class and in-person exams. <b><i>Motion carried.</i></b></p>
VI. Adjournment		
<b>NEXT MEETING:</b> April 25, 2016		