



**ANTELOPE VALLEY COLLEGE
DISTANCE EDUCATION AND TECHNOLOGY COMMITTEE**

**September 27, 2011
3:00 p.m. to 4:00 p.m.
BE 241**

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

- 1) CALL TO ORDER AND ROLL CALL**
- 2) COMMENTS FROM THE COMMITTEE CO-CHAIRS**
- 3) OPENING COMMENTS FROM THE PUBLIC**
- 4) APPROVAL OF MINUTES**
 - a. September 13, 2011 (attachment)
- 5) ACTION ITEMS**

None
- 6) DISCUSSION ITEMS**
 - a. 2011 – 2012 DETC Goals
 - b. Faculty Administrative Rights (Computer and Technology Needs for Course Instruction)
 - c. Course Management System Options
- 7) REPORTS**
 - a. Podcasting workgroup
 - b. Accessibility workgroup [FYI the current accessibility guidelines for distance education can be found at lpc1.clpccd.cc.ca.us/lpc/blackboard/de_access_guidelines2011.pdf
 - c. Online Orientation workgroup [SORT is online at <http://www.avc.edu/onlineorientation/sort/>
- 8) OTHER**
 - Future DETC Meetings: October 11, 2011; October 25, 2011; November 8, 2011; and November 22, 2011
- 9) ADJOURNMENT**

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ANTELOPE VALLEY COLLEGE
DISTANCE EDUCATION AND TECHNOLOGY COMMITTEE
September 27, 2011

1. CALL TO ORDER AND ROLL CALL

Mr. Rick Balogh, Distance Education and Technology Committee (DETC) Faculty Co-Chair, called the DETC meeting to order at 3:02 p.m.

2. OPEN COMMENTS FROM THE CHAIR

- Mr. Calvin Madlock, Director of Information Technology Services (ITS), could not be in attendance for the DETC meeting due to a scheduled off campus engagement. He kindly requested any DETC decisions pertaining to ITS be postponed until he is available to participate in these discussions. He stated the following via email, “The Key challenge again for ITS is to be able to manage 600 Faculty members downloading materials to our network with any form of access. I am working with my team to determine how to be able to potentially accommodate a requirement to ‘allow access to instructional materials only provided by the publisher’ on our network. I will be able to speak to this at our next meeting.”

3. OPEN COMMENTS FROM THE PUBLIC

- Dr. Nancy Bednar expressed her concern regarding the Instructional Multimedia Center (IMC) closing at 6:00 p.m. due to insufficient staff. She indicated there are numerous course sections that start at 7:00 p.m. which means these faculty do not have access to technology services provided by IMC. Many faculty choose to use instructional materials from the IMC to supplement instruction for students although these resources are no longer available for evening faculty if the center closes at 6:00 p.m. This is a serious issue where faculty do not have access to the instructional materials or technological services provided by IMC. The Senate and Administration must be made aware that this severely impedes faculty in facilitating instruction which is part of the faculty contract.
- Mr. Ken Shafer reported several Blackboard technology issues have arisen and are becoming increasingly frustrating to students and faculty alike. Blackboard has been freezing and locking out students from taking exams in his courses. This impedes the process of course instruction which becomes increasingly difficult to try to adjust so that students are not penalized for technological issues beyond their control. In addition, Mr. Shafer stated many faculty are experiencing problems with computer equipment being tampered. He has heard many faculty state upon arriving to a classroom to begin their courses they find technological equipment unplugged and/or computers left on with the previous instructor still logged into the computer and locked. Mr. Shafer requested the DETC send out a campus email addressing these issues. Mr. Balogh indicated he would draft language to address these situations for distribution in a campus email.
- A committee member expressed concern regarding outdated information on the AVC Online web page. This information is no longer valid in most cases and should be updated to provide current online information. The committee should make efforts to either request the information be updated or remove the page all together. It was suggested the committee contact Mr. Stephen Burns, AVC Web Master, to work on obtaining access to update the webpage.

4. APPROVAL OF MINUTES

a. September 13, 2011 (attachment)

A motion was made and seconded to approve the September 13, 2011 Distance Education and Technology Committee meeting minutes. Motion carried with two abstentions.

5. ACTION ITEMS

None

6. DISCUSSION ITEMS

a. 2011 – 2012 DETC Goals

Mr. Rick Balogh requested committee members table this discussion item to a future DETC meeting to allow adequate discussion time for Discussion Items “b” and “c.” Committee members were in consensus to table Discussion Item “a” to a future DETC meeting.

b. Faculty Administrative Rights (Computer and Technology Needs for Courses)

Mr. Rick Balogh stated the DETC has been charge to create a formal recommendation to forward to the College Coordinating Council. The recommendation should speak to technological needs required to facilitate instruction. The committee established a subgroup on the DETC groups page titled DETC Power Use Rights for Faculty. Committee members were able to review the drafted language and provide input. The following committee members provided input on the proposed language below: Mr. Rick Balogh, Dr. Nancy Bednar, Ms. Priscilla Jenison, Dr. Scott Lee, Mr. Charles Hood, and Mr. Greg Krynen.

“The Distance Education and Technology Committee supports the desire of AVC Faculty to have limited administrative access [superuser status?] defined as follows: ‘Every AVC Faculty Member will be allowed to download to the College Network any software provided by the publisher(s) used by the faculty member in the teaching of their current class(es). Included in this software will be any software which is needed to play audio and video (including YouTube videos) or which is necessary to make the publisher’s software usable on the College Network.’ Each faculty member will be able to access this material from anywhere on campus wherever it is needed, both in their offices and in the classrooms.”

Committee members reviewed the language and engaged in discussion regarding the need to include additional language that speaks to course preparation. Mr. Joseph West indicated the language only speaks to faculty but there are support staff members on campus that are required to assist in facilitating course instruction (i.e. hosting a campus webinar, or contracted to work after hours to facilitate a guest speaker event for the Faculty Professional Development Program, etc.) The drafted language needs to be inclusive of all constituencies on campus who are required to facilitate or assist in facilitating instructional activities on campus.

Committee members engaged in a brief discussion regarding the user term which would be used when addressing technology rights. They were in consensus to designate the user term as limited administrative rights.

Mr. Balogh reminded committee members their charge is to determine a recommendation and should not get distracted by trying to determine how the task would or could be carried out. The committee needs to focus on instructional needs required for faculty to adequately perform course instruction using the technology available to them on campus. Committee members reviewed the drafted language and begin suggesting revisions to ensure the language was inclusive of all areas and technology needs. The following recommendation language was drafted by DETC members:

“The Distance education and Technology Committee supports the needs of AVC faculty and academic support staff to have limited administrative rights to download to the college network any software provided by the publisher(s) of the textbook(s) used by faculty members in the teaching of their classes. Included in these rights will be the ability to download and install software which is needed to play audio and video (including YouTube videos) or is necessary to make the publisher’s software accessible on the college network. Faculty members and academic support staff will be allowed to access this material from any AVC facility wherever it is needed, both in their offices and in their classrooms.”

Mr. Balogh stated the committee will place this drafted language and proposed recommendation on the next agenda as an action item for committee approval. Upon approval by the DETC it will be forwarded to the Academic Senate as a formal recommendation to address academic computing needs. The Academic Senate Executive will then forward the recommendation to the College Coordinating Council for discussion. There isn’t a definitive timeframe on the possible

implementation of this recommendation as this is the role and responsibility of ITS. The academic computing issues were identified by the Accreditation Visiting Team, as well as in the Strata Report therefore the campus has to demonstrate progress on these specific issues.

c. Course Management System Options

Mr. Rick Balogh reported the Blackboard Course Management Software contracts ends at the end of the spring 2012 semester and it would be a good time for the committee to reevaluate the advantages and disadvantages of the Blackboard Course Management platform. Many districts have moved away from Blackboard due to the unreliability of course management platform and the poor technical support campuses receive when experiencing platform problems. When engaging in discussion regarding potentially changing course management systems the committee must keep in mind the learning curve required when changing platforms, as well as ensuring the new platform will provide the tools needed to facilitate course instruction. Mr. Balogh indicated Mount Sac has decided to switch from Blackboard to Moodle but in efforts to ease anxiety and facilitate a smooth transition they are going to use both platform systems during the spring 2012 semester.

Committee members engaged in a brief discussion regarding changing course management systems. Ms. Priscilla Jenison inquired whether committee members knew of course management system that doesn't have any shortcomings. Dr. Bednar stated changing course management systems will include an adjustment period and a learning curve for all faculty. Mr. Joseph West reported many campuses are using Moodle to reduce costs in this fiscally difficult time. Mr. Walter Briggs Jr. reported in the Counseling area he has heard numerous student complaints who are extremely frustrated with Blackboard because they are not able to upload assignments or access the course information required to complete assignments. Mr. Mike Wilmes stated the current Blackboard technical support system is extremely inadequate and the District could look into finding another technical support management company if this is the primary issue, rather than switching to another course management system.

Mr. Balogh provided a brief overview on why Blackboard is more costly than other course management systems like Moodle. Moodle is an open source course management system where course information uploaded is not copyrighted. Mr. Balogh requested committee members make a concerted effort to research alternate course management systems to discuss at the next DETC meeting. He stated he would like to avoid hosting an course management system open house as previously performed because this tends to be a sales opportunity for companies rather than a researched based decision on what course management system would be best for the District, Faculty, and Students. Committee members were encouraged to acquire research information from other community colleges that have recently changed course management systems and provide feedback at the next meeting.

7. REPORTS

a. Podcasting Workgroup

All processes relating to podcasting are going well.

b. Accessibility Workgroup (FYI – the accessibility guidelines for DETC can be found at lpc1.clpccd.cc.ca.us/lpc/blckboard/de_access_guidelines2011.pdf)

c. Online Orientation Workgroup (SORT is online at <http://www.avc.edu/onlineorientation/sort/>)

8. OTHER

a. Future DETC Meeting dates for fall 2011: October 11, 2011; October 25, 2011; November 8, 2011; and November 22, 2011

9. ADJOURNMENT

A motion was made and seconded to adjourn the September 27, 2011 Distance Education and Technology Committee meeting at 4:07 p.m. Motion carried.

MEMBERS PRESENT			ABSENT MEMBERS
Rick Balogh	Charles Hood	Ken Sawicki	Bonnie Curry
Vicki Beatty (proxy)	Priscilla Jenison	Joseph West	Calvin Madlock
Dr. Nancy Bednar	Greg Krynen	Mike Wilmes	Dr. Tom O'Neil
Walter Briggs Jr.	Dr. Scott Lee		<i>Vacant Classified Union Representative</i>
Dr. Charlotte Forte-Parnell	Ken Shafer		<i>Vacant ASO Representative</i>