



# Distance Education and Technology Committee Agenda

Tuesday, May 9, 2017  
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
- Dr. Scott Lee, AP&P Representative
- Jimmie Bowen, Faculty Member
- Priscilla Jenison, Faculty Member
- Kathy Osburn Faculty Member
- Cynthia Kincaid, Faculty Member
- Ken Sawicki, ITS Alternative Media Specialist
- John Toth, AVFCT Member
- Sheri Langaman, Classified Union Representative
- Rick Shaw, ITS Management Member
- Greg Krynen, ITS Technical Trainer
- Mike Wilmes, Blackboard Administrator
- Darnell White, IMC Representative

Guests:

Items	Person	Action
I. Call to Order	Perry Jehlicka	
II. Opening Comments from Co-chairs	Perry Jehlicka Dr. Chege	
III. Open Comments from the Public		
IV. Approval of Minutes	All	A. April 25, 2017 Meeting (attachment)
V. Discussion Items	Perry Jehlicka	A. Faculty Handbook Revisions B. Mentor Program
VI. Action Items	Perry Jehlicka	A. Faculty Handbook Revisions
VII. Adjournment		
<b>NEXT MEETING: 5/23/2017</b>		Spring Dates: 2/14, 2/28, 3/14, 3/28, 4/11, 4/25, 5/9, 5/23



# Distance Education and Technology Committee Minutes

Tuesday, May 9, 2017  
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 - ABSENT
- Dr. Peter Chege, Co-Chair Designee - ABSENT
- Dr. Tom O’Neil, Administrative Member - ABSENT
- Walter Briggs, Counseling Faculty Representative
- Dr. Scott Lee, AP&P Representative - ABSENT
- Jimmie Bowen, Faculty Member
- Priscilla Jenison, Faculty Member
- Kathy Osburn Faculty Member
- Cynthia Kincaid, Faculty Member - ABSENT
- Ken Sawicki, ITS Alternative Media Specialist
- John Toth, AVFCT Member
- Sheri Langaman, Classified Union Representative
- Rick Shaw, ITS Management Member - ABSENT - Mike Dioquino, Proxy
- Greg Krynen, ITS Technical Trainer
- Mike Wilmes, Blackboard Administrator
- Darnell White, IMC Representative

Items	Person	Action
I. Call to Order	Perry Jehlicka	The Distance Education and Technology Committee meeting was called to order at 3:07 p.m. by Perry Jehlicka, Co-chair. <i>A motion was made and seconded to approve the agenda as presented. Motion carried unanimously.</i>
II. Opening Comments from Co-chairs	Perry Jehlicka	<ul style="list-style-type: none"> <li>• Perry just returned from a successful OEI meeting in Sacramento. AVC should be on target to begin OEI in spring 2018. Data reveals OEI results superior to non-OEI classes. Data results are still coming in. There is a push to open the exchange to courses that are part of an associate program, or those transferable to cal-state. The Chancellor’s office is behind the consortium; funding should continue through the 2018-19 academic year. Hopefully products will continue to be free through this period.</li> <li>• Perry attended an <i>Assign to Design</i> seminar for accessibility and developing accessible content in the course, and design courses to expedite the review process. The organizers can come to AVC to hold as <i>Assign to Design</i> seminar.</li> <li>• Perry will attend an online seminar at Mount San Jacinto College on June 2, 2017.</li> <li>• Perry distributed an email reminding faculty Blackboard is going away. AVC has a one-year contract for accessibility to</li> </ul>



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		Blackboard. Members agreed faculty need to download and backup files, and not disclose the availability of accessibility beyond the June 30 deadline. Perry will contact Rick to see if faculty contact the helpdesk or Greg Krynen for technical assistance, and will include direction in the next reminder.
III. Open Comments from the Public		
IV. Approval of Minutes	All	A. April 25, 2017 Meeting (attachment) <i>A motion was made and seconded to approve minutes of the April 25, 2017 DETC meeting.</i> <i>Motion carried unanimously.</i>
V. Discussion Items	Perry Jehlicka	A. Faculty Handbook Revisions Perry reviewed the DETC Handbook for revisions. <ul style="list-style-type: none"> <li>• He will ask senate for direction regarding office hours.</li> <li>• Priscilla Jenison noted non-credit courses were cancelled for online.</li> </ul> B. Mentor Program Officially approved to fund the Mentor Program through Student Equity - up to give (5) mentors. Mentor can take pay at the faculty adjunct rate for 15 hours. A few mentors will begin in June and a few in July to help get courses up and running before the fall semester. Perry will bring the calendar to the next meeting. Mary Rose Toll is getting her @ONE certification. The Mentor Program will be agendized for action at the May 23, 2017 meeting.
VI. Action Items	Perry Jehlicka	A. Faculty Handbook Revisions <i>A motion was made and seconded to approve the DETC Handbook with recommended revisions.</i> <i>Motion carried unanimously.</i>
VII. Adjournment	Perry Jehlicka	The Distance Education and Technology Committee meeting of May 9, 2017 was adjourned at 3:59 p.m. by Perry Jehlicka, Co-chair.
<b>NEXT MEETING: 5/9/2017</b>		Spring Dates: 2/14, 2/28, 3/14, 3/28, 4/11, 4/25, 5/9, 5/23