



<b>Distance Education and Technology Committee Agenda</b>	<b>Tuesday, May 14, 2019 3:00 p.m. - 4:00 p.m., L-201</b>
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**Type of Meeting:** Regular  
**Please Review/Bring:** Agenda Packet

- Committee Members:**  
 Perry Jehlicka, Faculty Co-Chair  
 Greg Bormann, VPAA Co-Chair Designee  
 Administrative Council – *VACANT*  
 Stephanie Mattila, Counseling Faculty Representative  
 Dr. Scott Lee, AP&P Representative  
 Jimmie Bowen, Faculty Member  
 Dr. Rona Brynin – Faculty Member  
 Mary Rose Toll, Faculty Member  
 Mary Jacobs, Faculty Member  
 Ken Sawicki, ITS Alternative Media Specialist  
 John Toth, AVFCT Member  
 Sheri Langaman, Classified Union Representative  
 Dr. Ed Beyer, Instructional Designer  
 Dean LoNigro, ITS Management Member  
 Greg Krynen, ITS Technical Trainer  
 Mike Wilmes, Systems Administrator  
 Shirlene Thatch, IMC Representative

Guests:

Items	Person	Action
I. Call to Order	Perry Jehlicka	
II. Approval of Agenda	Perry Jehlicka	
III. Opening Comments from Co-chairs	Perry Jehlicka Greg Bormann	
IV. Open Comments from the Public		
V. Approval of Minutes	All	A. April 23, 2019 DETC Minutes (attachment)
VI. Discussion Items	Perry Jehlicka Perry Jehlicka Dr. Ed Beyer	A. <a href="#">DETC Handbook</a> B. AVC Online C. Can*Innovate Group Viewing
VII. Action Items	Perry Jehlicka	A. <a href="#">DETC Handbook</a>
VIII. Adjournment		
<b>NEXT MEETING: 5/28/19</b>		



<b>Distance Education and Technology Committee Minutes</b>	<b>Tuesday, May 14, 2019 3:00 p.m. - 4:00 p.m., L-201</b>
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**Committee Members:**

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Guests:

Items	Person	Action
I. Call to Order	Perry Jehlicka	A. 3:02 pm
II. Approval of Agenda	Perry Jehlicka	B. Approved, no abstentions
III. Opening Comments from Co-chairs	Perry Jehlicka Greg Bormann	<p>C. Perry has been using Pronto and likes it for some things. Other faculty have used it too, with similar results.</p> <p>Greg discussed his recent OEI meeting and the Finish Faster website. Not all classes have been showing up online, because they were being removed when full. Students have been asking to keep all the classes up, even when full. Full integration is coming, AVC will be a while down the road. All classes must go through the POCR (Peer Online Course Review) committee first, before being sent to the OEI for review and/or approval. Not everyone is as diligent as others and OEI is tired of receiving incomplete classes/shells. AVC doesn't have a POCR committee yet, as we need the Instructional Designer position filled first. Working on job description for that position now. POCR would probably need to be a faculty member. They will have to take the POCR training class first. Dr. Beyer has 3 classes approved and up online already with a 4<sup>th</sup> coming soon. Cross enrollment issues are being looked at. Greg also brought up Byte Size Canvas – additional classes and training for Canvas.</p>

IV. Open Comments from the Public		<p>D. Dr. Beyer – at the Senate Exec. meeting they discussed expanding the DETC to departmental representation. Our Math department isn't allowed to be teach online at the moment, <del>due to the discrepancy between online and in-person completion rates. This could be due to lack of training or lack of video examples?</del> Because the Dean and Department chair said no for now.</p> <p>Dean L. reminded everyone to make sure they submit their class info or AVC online could be short.</p>
V. Approval of Minutes	All	<p>E. April 23, 2019 DETC Minutes (attachment) - Approved, no abstentions.</p>
VI. Discussion Items	<p>Perry Jehlicka Perry Jehlicka Dr. Ed Beyer</p>	<p>F. <a href="#">DETC Handbook</a> – A section on Faculty vs. District ownership was added, as well as the rubric and a flow chart for instructor evaluations. A revised date will be added to the Footer. Perry needs feedback from faculty on the handbook.</p> <p>G. AVC Online – at a standstill until a new web master can be hired.</p> <p>H. Can*Innovate Group Viewing – Dr. Beyer discussed Can*Innovate – an online conference that is live streamed and archived for later viewing. Will be held on October 25<sup>th</sup> 9:00 am – 5:00 pm. Hosting a viewing room will be looked into, DETC would host, could light refreshments be offered? More info on Byte Size Canvas can be found on the Can*Innovate website.</p>
VII. Action Items	Perry Jehlicka	<p>I. <a href="#">DETC Handbook</a> – held until next meeting.</p>
VIII. Adjournment		<p>J. 3:51 pm</p>
<b>NEXT MEETING: 5/28/19</b>		