



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

**April 10, 2012**

**3:30 p.m. to 4:30 p.m.**

**SSV 151**

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. March 27, 2012 (attachment)
- 5) ACTION ITEMS**
  - a. DETC electronic Devices Policy (attachment)
  - b. Resolution on Faculty Technology Rights (attachment)
- 6) DISCUSSION ITEMS**
  - a. DETC Goals – Dr. Charlotte Forte-Parnell
  - b. Grant Opportunities – Dr. Tom O’Neil
  - c. Turn-It-In capability in Blackboard – Dr. Scott Lee and Dr. Nancy Bednar
  - d. Blackboard Contract Update – Calvin Madlock
- 7) OTHER**
  - Spring 2012 DETC Meetings: April 24, 2012; May 8, 2012; May 22, 2012
- 8) ADJOURNMENT**

**NON-DISCRIMINATION POLICY**

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

*Approved: April 24, 2012 Distance Education & Technology Committee Meeting*



ANTELOPE VALLEY COLLEGE  
DISTANCE EDUCATION AND TECHNOLOGY COMMITTEE

April 10, 2012

3:30 p.m. to 4:30 p.m.

SSV 151

**1) CALL TO ORDER AND ROLL CALL**

Mr. Rick Balogh, Distance Education and Technology Committee (DETC) Faculty Co-Chair, called the April 10, 2012 DETC meeting to order at 3:44 p.m.

**2) COMMENTS FROM THE COMMITTEE CO-CHAIRS**

None

**3) OPENING COMMENTS FROM THE PUBLIC**

- Ms. Gloria Kastner announced this would be the last meeting she would be taking minutes due to being awarded the position of Senior Administrative Assistant for the Asst. Superintendent/Executive Vice President of Academic Affairs and Student Services. Ms. Mary Kelsay will be temporarily filling the position in the Academic Senate until the District can hire a permanent replacement.

**4) APPROVAL OF MINUTES**

**a. March 27, 2012 (attachment)**

A motion was made and seconded to approve the March 10, 2012 Distance Education and Technology Committee meeting minutes. Committee members reviewed the drafted minutes and requested the following changes:

Agenda item 6b – Faculty Technology Rights – Mr. Madlock stated College Coordinating Council was reflected in the minutes when in fact it should reflect, California Community College Chancellor’s Office. Mr. Balogh indicated while he appreciates the title he should not be referred to Doctor, all references using Dr. Balogh should be omitted. Mr. Balogh stated the last section of this discussion requires clarification. The last part of the discussion should clearly document the inquiry made by Dr. Tom O’Neil requesting the legal ramifications of a professor leaving the room to make a call if the District can be held liable for negligence. Mr. Balogh responded to this inquiry by stating he would inquire with Administration and request this inquiry be posed to the District lawyers. In addition, committee member were in consensus that the resolution language include functioning audio as part of the faculty technology rights. Motion carried as corrected.

**5) ACTION ITEMS**

**a. DETC Electronic Device Policy (attachment)**

A motion was made and seconded to approve the drafted DETC Electronic Device Policy language as:

Except as required for the reasonable accommodation for students covered by the Americans with Disabilities Act, the *AVC Distance Education and Technology Committee, a standing committee of the Academic Senate*, holds as a District-wide standard the following policies:

- During instruction all ~~phones~~ mobile devices should *always* be off or on silent, ~~always~~.
- Whether students may or may not use their mobile technological devices (smart phones, tablets, laptops, iPods, Kindles, or anything in the broad category of portable electronic devices) during instruction is a matter for each instructor to decide. She or he should announce the policy in the syllabus; the Senate supports those instructors who ask that all such devices be turned off for the full class period.
- Using portable electronic devices to cheat during examinations and quizzes will be handled the same way that any other instance of cheating is treated. In accordance with the Student Code of Conduct this may result

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in penalties up to and including expulsion. Cheating is cheating, no matter what the mechanism of transmission.

4. Unauthorized use of electronic communication during instruction – ~~be it~~ *such as* texting or surfing the Internet or making a tweet or making a call – is an example of disruptive behavior, and while faculty may not confiscate students' legal property, they may respond to the disruption as they would any other classroom behavioral problems. This may include asking the student to leave the room and/or referring the matter to the Office of the Vice-President of student Services.

In all cases, the Distance Education and Technology Committee and the Academic Senate urge faculty to state clearly on their syllabus their expectations, including potential penalties for violations.

Mr. Balogh indicated all feedback and input on revisions were incorporated in the drafted language. Committee members were requested to review the revised language for any final revisions needed. Committee members reviewed the proposed language and made the recommendations indicated in italics to ensure clarity and inclusion of all mobile devices. Motion carried as revised.

**b. Resolution on Faculty Technology Rights (attachment)**

A motion was made and seconded to approve the drafted Resolution on Faculty Technology Rights language as:

The ~~Senate~~ Distance Education and Technology Committee, *a standing committee of the Academic Senate*, resolves that when assigned to an instructional space, all faculty have the right to expect

1. ~~A working emergency phone in the room or nearby;~~ *A way to contact emergency personnel from the classroom;*
2. ~~A working~~ *functioning* computer in the classroom;
3. ~~A working functioning video projection system~~ and ~~audio system speakers~~ *linked to that computer;* and
4. Internet access.

Committee members were requested to review the revised language for any final revisions needed. Committee members reviewed the proposed language and made the recommendations indicated in italics for clarity. Motion carried as revised.

**6) DISCUSSION ITEMS**

**a. DETC Goals – Dr. Charlotte Forte-Parnell**

Due to the absence of Dr. Charlotte Forte-Parnell this agenda item will be postponed to a future meeting.

**b. Grant Opportunities – Dr. Tom O'Neil**

Dr. Tom O'Neil indicated he contacted Dr. Drew regarding the potentiality of assisting the campus in grant writing and he responded by providing Dr. O'Neil with a contact telephone number to further discuss arranging a potential presentation. Dr. O'Neil stated he would like to schedule a time for Dr. Drew to provide a thorough presentation on grant writing ideas and possible opportunities to the DETC and IT Committees. Mr. Madlock stated the IT Committee generally meets on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month and if a date/time can be coordinated in May it would facilitate enough time for both committees to ensure participation. Mr. Balogh requested Ms. Kastner to review the calendar for the Boardroom to determine availability for a future joint meeting on either May 3<sup>rd</sup> or 17<sup>th</sup> from 10:00 a.m. – 12:00 p.m. or 1:00 p.m. – 3:00 p.m.

**c. Turn-It-In capability in Blackboard – Dr. Scott Lee and Dr. Nancy Bednar**

Due to time constraints this agenda item was postponed to the April 24, 2012 DETC agenda.

**d. Blackboard Contract Update – Calvin Madlock**

Due to time constraints this agenda item was postponed to the April 24, 2012 DETC agenda.

7) **OTHER**

- Spring 2012 DETC Meetings: April 24, 2012; May 8, 2012; May 22, 2012

8) **ADJOURNMENT**

A motion was made and seconded to adjourn the April 10, 2012 Distance Education and Technology Committee meeting at 4:40 p.m. Motion carried.

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