Distance Education Committee

Minutes

February 5, 2020

Date:	February 5, 2020	**Starting Time:**	2:30 p.m.
Location:	MD-201	**Ending Time:**	4:00 p.m.

Chair: ☒ Steve Perry

Members:

☒ Michael Gilkey	☒ Kelly Falcone	☒ Efrem Alexander	☒ John Harland
☒ Erin Hiro	☒ Clare Rolens	☒ Sherry Goldsmith	☐ Limberg, Jerry
☒ Jonathon Singh	☒ Stacy Trujillo	☒ Linda Morrow	

Invited:

I. CALL TO ORDER: Meeting was called to order at 2:37pm

II. APPROVAL OF MINUTES (Jerry/Clare): Approved Minutes for February 6, 2019 meeting (Unanimous except 2 abstentions)

III. PUBLIC COMMENT : None

IV. ANNOUNCEMENTS /INFORMATION

   a. We discussed making a formal recommendation to TERB that they adopt the OEI Course Design Rubric as a replacement for the current 2010 Online Worksheet form that faculty use.

   Additionally, we will recommend that TERB change the permanent faculty review procedure to require an online course be reviewed if the instructor teaches online courses.

   This will be added as an action item for the next meeting.

   b. Steve announced that Dean Ly will be attending the next meeting to discuss the IOP Grant update, POCR update and sustainability, Online Teaching Conference, and the first online instructor checklist

   c. We discussed taking a vote on the Spring 2020 goals for the committee. Vote will be taken at next meeting.

   d. John Harland proposed that we provide complete examples of OEI Course Design Rubric courses for other instructors to review.

   e. Steve demonstrated a College Resources for Peer Online Course Review information website (https://onlinenetworkofeducators.org/course-design-academy/pocr-resources/) from @ONE that

outlines a process for college.   Steve said he would email the link to the site to the committee members.

f. Kelly and Michael discussed the benefits of letting faculty know that there has been good progress in faculty getting the Accessibility training since the beginning of the year. Steve agreed to get the data and write and email to send to all faculty on this subject.

Furthermore, Kelly suggested we gather stories from other faculty on how meeting the accessibility requirements help their students.

g. Steve suggested creating a Fastrack Accessibility training page to be published at the end of the semester.

h. Kelly suggested that the DE Coordinator for MiraCosta College, Jim Julius, be invited to the 2nd meeting March. Steve agreed to invite him to discuss the OEI consortium.

i. Kelly suggested that Steve assign sections of the draft POET replacement course to each committee member for their review and then have them report back to the committee.

V. ACTION :

VI. AJOURNMENT: Meeting adjourned at 4:03pm