

**Distance Education and Educational Technology Committee
Meeting Summary**

Tuesday, October 6, 12:30 p.m. to 1:30 p.m., 18-206

Members present: Theresa Martin, Lee Miller, Rosemary Nurre, Santiago Perez, Steven Lehigh, Jennifer Taylor-Mendoza, Jielin (Jessi) Yu (student representative)

Guests Present: Dianna Bennett, Milla McConnell-Tuite, Chris Smith

Action on Agenda: Reorganization of Agenda Items (changes - combine distance ed plan and ranking of online courses together, instructional designer position to the end).

Action on Meeting Summary: (September 1, 2015) Move Bruce Griffin to guest. Add in the discussion of OEI Rubric.

Issues Discussed:

- DEETC Committee Representation - Jennifer
 - DEETC membership – JTM invited Tania, Milla, Chris to participate, Chris will join.
- Instructional Designer Position - Jennifer
 - Status of hiring process – failed search so they pulled position. We are redoing the position.
- Distance Education Plan - Jennifer and Milla
 - IPC approval of activities and timelines
- Update on District Distance Education Programming and Professional Development Proposal - Jennifer and Diana
 - Canvas Adoption
 - Forum-October 16th
 - Online Education Initiative Resources and Best Practices
 - VP Counsel met Monday Oct. 6 to discuss DE Deans unified DE PD plan, there was also a presentation from OEI.
 - The VP Council recommended we apply to be part of the OEI Resources, Cohort #2 which is the adoption of Canvas in Spring 2016. There is a district forum October 16 to discuss this.
 - Vice Chancellor wants a resolution from each college ASGC to district AS. DAS will make the official recommendation to adopt Canvas. Cohort #2 will take 15-18 month process to support the migration and implementation of Canvas.
 - Additional resources include e-counseling, net-tutoring (looking to adopt spring 2016), proctoring, student readiness modules (looking to adopt spring 2016), @One training modules, OEI rubric (DAS will be deciding on using the rubric as the standard this Oct. 12).
 - SMCCCD DE task force (formerly DEAC) will form to address certain tasks. Rosemary brought up the offering of courses district-wide so that classes

don't get classes canceled for small numbers. District Curriculum Committee will take this up in November.

- Steven asked who would oversee online course standards here and through the course exchange. Dianna says the SMCCCD Task Force would take on oversight of online courses. Different from evaluation process for faculty. Faculty have purview over this. Deans have right of assignment.
- Steven asked about being able to continue to use publishers content within or alongside Canvas. Will using Canvas require that we do not use publisher's resources? How does the rubric address this?
- Ranking of Online Courses - Milla
 - Interventions to close achievement gap between face-to-face traditional courses and distance education courses
 - Research related to distance ed plan. Milla talked about the requirements and standards of ACCJC for student success interventions. They need to be the same in the bricks and mortar classes as in the online environment. CSM's DE plan reflects that need. PRIE produced DE comparison mode study in conjunction with program review. ACCJC required gap analysis of DE vs. bricks and mortar. DE started as telecourses here. There were large performance gaps. Online courses grew out of that. First mode comparison showed severe success programs. The gap has closed significantly. In fact we have led the state in some disciplines. Some disciplines still have significant gaps. Lack of student readiness assessment could be a problem. Survey developed, via shared governance process, asking about why students dropped a course. The courses were not identified. Themes from this survey include:
 - 20% don't have online access
 - 18% unable to attend course meeting (this survey includes hybrid class)
 - 12% said coursework was not accessible to students with disabilities
 - were you aware of CSM's self-assessment tool for determining the readiness for online coursework 36% said no.
 - (¾ of all students who get a degree here take an online course.)
 - 83% said they would take another online course at CSM.
 - Distributed a new survey they took in 2011 that they are planning to conduct. Wants feedback. JTM asked about regular and effective contact. The committee can provide some input on additional questions; look at data about courses that have poor success rates relative to the bricks and mortar classes. Chris suggests that the logs in WebAccess contain interesting data about student usage. We lose that data when a student withdraws. Continue the discussion online.

Meeting adjourned at 1:35pm

Agenda for Next Meeting: Ranking of CSM Online Courses, Canvas Forum

Next Meeting: Tuesday, November 3, 12:30 p.m. - 1:30 p.m.

Summary Prepared by: Theresa Martin on 10-6-15