

District Distance Education Advisory Committee

Meeting Notes, May 2, 2018, 4:00-5:30PM, District Training Room A 115

*Next Meeting is September 5, 2018 4:00-5:30PM

Committee reviewed the charter and recommendations from the last DDEAC Meeting.

Next year, the chair for this committee will be a Dean from Ventura College, as it will be VC's turn to host the Annual Summit.

The Faculty Co-Chair will be from another campus. (Moorpark or Oxnard).

VC has selected two of the three Faculty Members for next year.

The committee wants to have multiple Assistive Technology/Media Access Specialist members; preferable one from each campus, if possible.

Dates have been set for DDEAC Meetings for next year. Committee agrees to recommend these dates to the new chair.

Since Oxnard is not yet present today, selection of the new Co-Chair will be conducted via email.

Faculty Reps for 2018-2019 are:

VC: Ray Tracy, Stephanie Branca, TBD

OC: TBD

MC: Rachel Messinger, Laura Gentry, Becky Brister, (and Alternates: Diane Scrofano, Ruth Bennington)

OC has no update on when Ashley will be returning. She has not yet been cleared to return to work at this time. There is a Deans Council Meeting tomorrow where the issue of who to contact for support will be brought up. In the meantime, all questions and inquiries should be directed to Art.

Academic Senate Leader recommended that the committee clarify the Charter (get from Nina or Rachel).

OC is not yet providing training for evaluation of Online Classes.

VC has received feedback from instructors that are evaluating online courses. They created a check list. Faculty are now requesting training on the checklist. They are working on providing more information on how the checklist will translate to the evaluation forms. The checklist is far more detailed than the evaluation form. VC is having a working session next week to address this.

Developing standards for online course evaluation, in collaboration with IT and HR would be a good goal to set for next year for the committee. How to best disseminate information without overstepping the reach of the committee.

Moorpark is one of the campuses that has joined OEI. VC is using many of the resources included with OEI. There is an OEI Consortium Meeting on May 11 in Sacramento. VC has been invited. Typically the SPOC (Single Point of Contact), and the Faculty Rep would go. OEI pays for members to go. MC might be able to get invited if we reach out, although it's most likely cohorted. (Contact Kate for this).

VC has had issues with waitlisted students for online classes for Summer. Are students coded by session, or just general Summer term? They don't want to give the wrong deadline dates or information to students because they can't tell what session a student is enrolled in. Waitlist students are given access to the course as soon as they are on the waitlist, but often do not realize that they are not actually in the class. Work is done, and then departments are inundated with Petitions for Exception to the Deadline. DAC IT stated that students do receive a Banner-driven email when they are on a waitlist, and another email when they are taken off of the waitlist.

We are planning to get the ALLY Software. It's set to go to BOT in June. A contract would be signed shortly thereafter, but not sure of the implementation timeline. Ally fully supports implementation. We will need to schedule some demos and some pilot groups. We need to present this as agenda items on the Academic Senate Meetings. We can likely schedule a series of optional demos before we break for summer, as well as some in the fall.

How do we roll out the use of Equidox (PDF remediation program)? This topic should be placed on an upcoming ITAC Agenda. We may just have specific trained users who would make PDFs accessible for others on campus. Each campus currently has two licenses. There is an upcoming webinar for Equidox.