

**SMCCCD Distance Education Advisory Committee (DEAC)
Gateway Taskforce
Meeting Minutes**

Thursday, January 14, 2010

3:00 pm – 4:30 pm

Webinar

Discussion

1. Gateway Enhancement

Jing reviewed agreement from last meeting and reminded everyone of the needs and benefits of Enhanced DE Gateway. Sherri suggested pull from three colleges critical information students need, such as financial aid, orientation, student self-assessment, and links to colleges. Sherri mentioned the College Connection website maintained by the district as a good model.

ACTION ITEM: Sherri will work with Henry and Ruth.

Group supported the idea of “web ready” self-assessment. Patty, Madeleine and Pete commented on the “how”, for example, it should include key aspects of readiness for distance education, emphasize the need for them to finish the assessment, implement a scoring mechanism and loop the results over to the instructor. Perhaps we should filter out the students who have successfully completed DE.

ACTION ITEM: Pete, Patty, and Marsha will work on self-assessment content. Eric provides an Omni update site quickly. Jing and Tania will look over the Omni pages and contemplate how to integrate with the Gateway.

Marsha reminded people that the colleges have identified the degree/certificate programs students can obtain with more than 50% of the courses in DE. Jing displayed the careers site maintained by the district as a model. Group suggested using the visuals on the site for displaying the information.

ACTION ITEM: Marsha and Jing will gather the DE degree/certificate info from three colleges.

2. Online student feedback

The purpose is to obtain feedback from students on their experience with online courses and any areas in need of improvement. It is not faculty evaluation. Tania said she has had a survey used for her class. Group evaluated pros and cons of keeping the survey anonymous. Surveys should be done after the grades are rolled. AFT should review the survey questions. Consider implementing the survey by the end of spring.

ACTION ITEM: Find volunteers from DEAC to help with the survey.

3. Additional training opportunities

Pete gave an overview of STOT. All is well. He mentioned the need for faculty online community. Group supported the idea of faculty gathering and suggested topics. Ask DEAC for additional topics. Technology blast may be one. Plan for late March or April.

ACTION ITEM: Bring to DEAC for discussion.