

# DEAC Meeting Notes

10/16/09 - 1:30-3:30pm

## Agenda Items Discussion

### Welcome to all and new members of 2009-2010

Introductions by Attendees: Jing Luan, Peter Bruni, Judy Lariviere, Ann Burns, Madeleine Murphy, Sondra Saterfield, Jamie Marron, Kathy Blackwood, Cindy Moss, Eric Raznick, Patty Dilko, Alma Cervantes

**Old Business:** None

**Call for Additions to Agenda:** None

**Role of DEAC** (Jing) Share information; monitor our educational progress; find and discuss good practices; orchestrate professional development opportunities, like STOT, among others.

### DEAC Objectives and Goals *(Begin PowerPoint Presentation--comments in italics)*

(PPT. available on DEAC SharePoint site--see **Handouts > 20091016**)

### Vision

Through the distance education program, the District will create innovative educational opportunities, provide responsive support services and strive for the high success and retention rates relative to (statewide or national) data. The District envisions the expansion of distance education offerings to increase distance education-based degrees and certificates.

### Purpose

This strategic plan provides the District and Colleges with specific Districtwide goals, broad strategic recommendations, research, best practices and guidelines for planning growth in distance education courses and programs. The District and the Colleges will collaborate in order to successfully implement the distance education plans and strategies.

### Districtwide Goals

- 1) Increase student success rates in distance education to be the highest among the Bay Ten Districts. *(Action Item: need to define student "success" in DE courses. Also, consider popularity of blended or hybrid courses.)*
- 2) Achieve and maintain 20% annual distance education enrollment growth in the next 10 years:
  - a) to increase distance education enrollment to be 10% of total enrollments, and
  - b) to bring distance education FTES to at least the Statewide average *(of 8% from our current 5%)*
- 3) Encourage members to participate in on-campus level distance ed discussions and assist colleges with setting targets  
*Action Item: DEAC to further discuss incorporating DITC-type techno-pedagogical teach-ins for interested online faculty. Mondays may be better than Fridays.*

To accomplish the Districtwide goals, the following recommendations are provided for the District and the Colleges to consider when developing and implementing strategies.

## Faculty and Course Offerings

Identify and promote guidelines and best practices–

Identify programs, services, and technical support–*Action Item: invite bookstore managers to give presentation on how best to support education. Publishers should be invited to present as well. (Idea: we need to consider role of publisher and materials, for instructors must be able to modify lessons and remain in control of course content.)*

Expand distance education offerings–*a challenge since State has reduced funding 3.4%, basically saying serve fewer students!*

Encourage participation in STOT–*ongoing promotion*

## Resources

Assess and project resources needs

Seek additional funding sources and opportunities for professional development

Explore and pursue business partnerships to offer customized online courses–*idea is good but perhaps a bit premature.*

*Action Item: work out details and develop our online program first.*

Develop/Implement District and College Technology

Plans. Reassess and strategize plans as needed–*Action Item: need future DEAC discussion regarding moving to one CMS–eCollege or WebAccess. Two CMSs confuse our students.*

*Action Item: Compare cost of running each system–apples to apples. Eric and Jing to investigate.*

## Access, Success, and Retention

Enhance and develop online student resources–*Action Item: invite librarians to present at DEAC, discussing student access/success/support services. Most helpful URLs for students. Online resources available to reduce book requirements (ie., Project Gutenberg for literature).*

Seek additional funding sources and opportunities for professional development

Implement student success and retention strategies

Identify/develop distance education niche markets

Develop comprehensive student support services

Develop District and College DE marketing plans

## Headcounts

### Revenue

### Success

### Activities and Services

**Web Distance Ed Gateway** (via **WebSMART>Distance Ed** tabs)–*a great resource many weren't aware of. Action Items: Need to get the word out to instructors regarding this resource.*

*Also, look into the possibility of ITS auto-linking instructors' CMS login pages when classes are available in Websmart. Since CMS courses are coded, this may be possible. Would help eliminate student frustration finding an instructor's eCollege or WebAccess online course website. DEAC to make necessary recommendations regarding ITS developing a Distance Education portal.*

Online Self-assessment for DE–*there are a number of simple online readiness surveys out there.*

*However, we also have WebReady, a fully online, free resource or 1 unit non-transferrable course that*

*preps students for online learning. WebReady needs updating a bit, but do-able! May also be a great way to handle the hour-by-arrangement!*

Online Matriculation Services

Orientation/e-Counseling/Tutoring—*At some point in time, revisit all college "Online" website pods to ensure information students need is readily available. Perhaps DEAC should advise on content. Online listing right there with link to appropriate CMS login page could be helpful!*

Professional Development—*STOT, among other options*

Student and Faculty Feedback *Action Item: Consider various online surveys used by students and faculty as a way of keeping in touch with how DE program is doing.*

**Key Areas of Responsibilities**

**Challenges and Opportunities**

**G.E. Fulfilled Via DE**

*(End PowerPoint Presentation)*

**Select Faculty co-chair** (postponed till next meeting when all can attend)

**STOT 1 for 2009-10** (Pete and Taskforce)—*This go around, STOT 1 will select from the list of applicants those most likely to teach online, and will require partial completion of an instructional website before stipend is paid.*

**STOT 1 – Fall 2009 / Spring 2010 Seminar Workshops**

**So just what is "online"?** (2.5 hours) **Friday, November 20**

- What is a CMS? What does it do?
- Show & Tell Demonstrations/Accessibility
- How do we get there from here? - Support services

**Outcome:** Understanding of teaching online--the tools, support, practice

**Guest speaker - TBD** (2 hours) **Friday, December 4**

- Online topic (presentation and discussion)

**Outcome:** Greater understanding of models and practices outside our district

**Intro to Accessibility** (What is it?) (2 hours) **Friday, February 5**

- Brainstorming - Discussion

Instructor Demos - (What worked for them) (1 hour)

**Outcome:** Knowledge of how to create an accessible course shell and successful online lessons given by SMCCD instructors

**Cool online features & resources** (1 hour) **Friday, February 26**

- Hands-on development time (1.5)

**Outcome:** Partial development of accessible instructional course shell

**2009-2010 meeting plans** *Alternate between F2F and Webinar DEAC meetings, which will be held at the District Office to accommodate those who wish to attend each meeting in person.*

End.