

SMCCCD Distance Education Advisory Committee (DEAC)

Minutes from

Wednesday, September 22, 2010

2:00 pm – 4:00 pm

ITS Conference Room

1. Introductions
2. Announcements (ProCast, P.E. online, DE Definitions, County Counsel visits)
 - Tania Beliz, DEAC Co-chair, announced that the District has received 100 licenses for ProfCast, a tool for recording audio onto PowerPoint and Keynote presentations in order to output enhanced podcasts. The group thanked Tania for her essay which took first place and won the perpetual licenses! To check out the software, visit their site at: <http://www.profcast.com/public/index.php>
 - VC Jing Luan announced that CSM and Skyline colleges will each offer online PE classes in Spring 2011. Jing noted that this is outstanding because it fills the gaps in our DE program and moves our district closer to offering an AA/AS degree fully online! Jing also noted that both instructors offering the online PE classes (Mikel Schmidt–CSM and Kevin Corsiglia–Skyline) are recent Sp '10 graduates of STOT 1!
 - VC Luan announced we will be moving away from eCollege to WebAccess as sole CMS in this district, an idea supported by the Academic Senate and Chancellor. Move to be complete by end of Fa 2010.

Action Item: Peter Bruni will begin creating a eCollege to WebAccess conversion schedule and will be available to help eCollege faculty move their eCollege classes onto the WebAccess platform.

 - The District is close to finishing definitions for DE terms that meet accreditation guidelines for the state. Web-Assisted definition needs fine tuning. Basically, web-assisted classes are traditional classes that at times use online tools for homework and instruction. Web-assisted classes are not hybrid classes in which 50% or more of the instruction is delivered online.

Action Item: Susan Estes is leading a taskforce, which includes Sarah Perkins, to determine a working definition of "Web-Assisted" as the term relates to instruction. Susan hopes to bring a working definition back to the October '10 DEAC meeting.

 - The District's County Counsel is coming to DEAC in October and November to discuss student authentication and copyright infringement/plagiarism issues.
3. Review minutes from May 26, 2010

VC Luan asked the group if they wanted time to review the minutes and approve or decline them; however, because of a full agenda at today's meeting, the group decided to accept the May 26 minutes by consensus.

<http://sharepoint.smccd.edu/SiteDirectory/edserv/deac/Minutes/DEAC%20Minutes%2020100526.doc>>

4. Spring 2010 DE End of Term Student Survey

Peter Bruni, District Distance Education/Instructional Design Coordinator, presented the results of the Spring 2010 DE End of Term Student Survey. The survey, created by Ed. Svcs. and Planning, was emailed to Cañada and Skyline students end of semester Sp '10. In it, students were asked questions related to the state of the district's online program. Of 1600 surveys sent out, 209 were returned, for a healthy 12.59% response. Of the students answering the survey it was found:

- 12% drop rate compared to 21% Statewide
- 91% felt technologically prepared for DE
- online courses were academically demanding
- nearly 40% would like a degree program that's completely online
- 60% did not want any on-campus meetings

Students also reported areas needing improvement, including instructor interaction, accessibility, and support services.

Action Item: Peter Bruni will post the Sp 2010 DE End of Term Survey information on the DEAC SharePoint site. Files include: Survey Summary; PowerPt Presentation; Student Responses to open-ended Questions--and can be found at the following URL: <http://sharepoint.smccd.edu/siteDirectory/edserv/deac/handouts> and select 20100922

5. Demo of Enhanced Distance Education Gateway

Peter Bruni and Ahmad Ladhani demonstrated the new Distance Education Gateway website. The Gateway, still in production, includes two sites—one for students and one for faculty. A few key features of the Gateway site include:

- a. Student online readiness self-assessment which automatically scores responses and provides students individual online preparation feedback
- b. Student services info with links to key steps to matriculation, including financial aid, DSPS services and more.
- c. Degree/Certificate/IGETSI/CSU/GE information--student can see degrees and programs offered and the percent of each that is online.
- d. Comprehensive district-wide course search mechanism which allows students to search for a course on all three campuses and, once finding it, to click a link to go to WebSmart and register for that class!

VC Luan note our fundamental 3-3-3 rule in developing this site: 3 clicks maximum to where you want to go; 3 campuses covered on the Gateway site; completion of site in 3 months.

Action Item: Peter Bruni and Ahmad Ladhani will continue work on the DE Gateway site and hope to finalize it by late October 2010.

6. STOT II Training

The District is in the process of planning and scheduling STOT II, which is the topic of a special task force meeting this week.

Action Item: Peter Bruni is—

- developing a STOT II class list and schedule for approval by STOT Taskforce and will share with District Academic Senate President.
- seeking WebAccess savvy instructors to teach some of the STOT II classes

- seeking a computer lab classroom centrally located within the district.

7. Online Class Evaluation (Tania Update from Colleges)

There has been no movement on the process/policy/measure for assessing online courses. This issue needs to be addressed by AFT.

Agenda Building

Guidelines and Benchmarking

eBooks

Proctoring guidelines

Online Identity (Guest: County Counsel, Oct 27)

Intellectual Property (Guest: County Counsel, Nov 17)

WebAccess Interface Makeover