

SMCCCD Distance Education Advisory Committee (DEAC) Meeting Minutes

Wednesday, October 27, 2010

2:00 pm – 4:00 pm

Board Room

1. **Attendees:** Tania Beliz, Peter Bruni, Jenny Castello, Alma Cervantes, Carolyn Fiori, Ray Hernandez, Don Lariviere, Jing Luan, Jamie Marron, Cindy Moss, Eileen O'Brien, Lisa Palmer, Eric Raznick, Lene Whitley-Putz.

Guests: Bruce Maule, CSM Faculty; John Nibblin, SM County Counsel

In Absentia: Kathy Blackwood, Eric Brenner, Don Carlson, Patty Dilko, Susan Estes, Nick Kapp, Christine Li, Sarah Perkins, Jing Wu

2. Introductions

3. Announcements

VC Luan mentioned that per DEACs recommendation the district will be sunsetting the eCollege platform. One member suggested it might be a good idea to send an all-faculty email reminding everyone of this fact. Idea being considered. eCollege faculty are already aware of sunsetting.

4. Review draft minutes from September 22, 2010

Definitions: Statewide Academic Senate requires Districts to have and post their policy on Regular Effective Contact with students. What is ours? Check Best Practices. DEAC Co-chairs suggested including it in the DE Guidelines.

Action Item: Begin efforts to review guidelines for Regular Effective Content.

5. Online Identity (Guest: County Counsel, Oct 27)

John Nibblin, SM County Counsel, discussed online authentication. Basically, the Fed works through its Accrediting Agencies to suggest measures colleges can take to authenticate students. Providing a secure login and password gate suffices, but proctoring of exams and other means may be used to verify students. Colleges must also be conscious of student privacy matters. For a very clear explanation of the latest authentication guidelines and suggested readings, please download John's PowerPoint presentation from the [DEAC Sharepoint site > Handouts > 20101027 folder](#). Link below:

http://sharepoint.smccd.edu/SiteDirectory/edserv/deac/Handouts/20101027/Some_Considerations_re_Distance_Education_and_On-Line_Authentication.pptx

Action Item: John Nibblin and another County Counsel member will return next DEAC meeting to discuss intellectual property rights. Members bring clearly relevant questions.

6. STOT II Training (Pete)

Schedule for STOT II is complete. All sessions have been staffed with qualified instructors. Applications to participate in STOT have once again topped available seats. 26 faculty from the three campuses applied for 21 slots. VPIs to determine who ultimately attends based on date of application submission and qualifications.

Action Item: Pete Bruni to help instructors prep by providing them his workshop notes as a reference source and meeting with instructors as necessary.

Other Workshops

Jing mentioned that the district will be providing short training sessions on a number of

topics related to online teaching and learning. Training sessions will focus on technology and pedagogy. One DEAC member suggested a roundtable discussion workshop centering around WebAccess--what works well and what doesn't.

Action Item: Pete Bruni, with the support of the STOT Taskforce, will build a tentative workshop schedule, as well as locate instructors and venues for "mini-STOT" workshops. As workshops approach, they will be advertised to all district faculty and attendance will be based on a first apply, first served basis.

7. Distance Education Definitions (Susan, Jing)

Jenny Castello presented information on the definition for Web-Assisted on behalf of task group. While VC Luan thanked Jenny for her and the others' efforts in this matter, everyone realized more work needs to be done determining a final definition for Web-Assisted.

Action Item: The task group continues work on proposing a definition for Web-Assisted and brings to next DEAC meeting.

8. Update from Colleges (All)

Skyline is holding a workshop which surveys some of the tools available in WebAccess. Date: Tuesday, November 2 // Time: 2pm // Location: 7109 All are welcome.

CSMs DSPS Professor Carolyn Fiori wants all to be aware that Pearson's MyLabs materials are not entirely accommodating the needs of students with disabilities.