

## SMCCCD Distance Education Advisory Committee

### Notes from February 6, 2007

Attendees: SMCCCD: Jing Luan, Vice Chancellor; Kathy Blackwood, CFO, Eric Raznick, ITS Director, Jim Petromilli, CTL Director

<u>Cañada</u>	<u>CSM</u>	<u>Skyline</u>
Marilyn McBride, VPI	Grace Sonner, VPI	Regina Stroud, VPI
Katie Townsend-Merino	Marilyn Lawrence	Nick Kapp
Dani Castillo	Ron Brown	Alma Cervantes
Patty Dilko	Diana Bennett	
Soraya Sohrabi	Arlene Fajardo	
	Betty Fleming	

The minutes from the Nov. 13, 2006, meeting were approved with corrections to names: Michael Claire; Kathy Blackwood, Katie Townsend-Merino, and Margery Meadows

Grace Sonner is replacing Michael Claire on the committee, and as Co-chair of the Resources Subcommittee. Soraya Sohrabi is joining the Course Offerings Subcommittee

Subcommittee updates: Co-chairs Ron Brown, Margery Meadows, Regina Stroud, met with Jing Luan, Dani Castillo and Betty Fleming on December 4<sup>th</sup>. Subcommittees have not yet met.

DEAC will make a recommendation to the Board of Trustees regarding the selection of a platform for online classes. Jim Petromilli described the CTL investigation and testing of various systems. WebACCESS based on Moodle was adopted by CTL and ITS staff for SMCCCD online classes and for web assisted courses using features such as grade book and a discussion forum. It is available now for any instructor who wishes to use it; contracted 24/7 tech support is available. An evaluation matrix from WebACCESS is available on SharePoint. Information and analysis from users of other systems is also needed. It was noted that the Technology subcommittee should consider how well Banner interfaces with a particular CMS, as well as publisher connectivity for content, along with other criteria in making recommendations. We are currently testing eCollege in a pilot project with faculty from all three colleges.

Dr. Luan referred the group to the draft document developed by Dani Castillo and his office in consultation with various documents called *SMCCCD Distance Education Vision Planning*, specifically to the description of vision, philosophy and goals of distance education in the district, and the objectives for each subcommittee.

Comments and Feedback:

- Add statements that course/certificate/degree programs will go through rigorous review by the college curriculum committees;
- Technical assistance and Professional Development opportunities must be considered;
- Digital portfolios should be included in consideration of Course Management Systems. The Distance Education Teaching and Learning Consortium (DTLC) is instituting e-portfolios at various community colleges, CSUs and UCs (Bennett)
- Whom to call with questions re course development? – Division Deans, Faculty Senate President, Curriculum Committee Chair.
- Philosophy and definition of Distance Education should expand to include all modes of delivery to provide access, rather than specifically online.
- Consider Return on Investment in choosing CMS, equipment, training, etc.
- Identify 5 year enrollment goals; separate DE from classroom?
- Enrollment management concerns are not limited to Distance Education.
- We need to move forward with a choice of platform soon.
- A decision is expected by the end of summer.

Subcommittees met separately to discuss their respective charges and set meeting calendars.

Future DEAC Meetings: After discussion, 1 – 3 pm on the third Friday afternoon of the month was selected as a meeting time for the remainder of the Spring 07 semester. Meetings will be in the District Board Room.

On Friday, March 16th, lunch will be provided.

On April 20<sup>th</sup> and May 18<sup>th</sup>, we will each bring our own lunch.