

SMCCCD Distance Education Advisory Committee

Notes from March 16, 2007

The meeting was called to order at 1:15pm by Vice Chancellor Luan.

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

<u>Cañada</u>	<u>CSM</u>	<u>Skyline</u>
Dani Castillo	Ron Brown	Alma Cervantes
Patty Dilko	Arlene Fajardo	Nick Kapp
Soraya Sohrabi	Betty Fleming	

Marilyn McBride and Katie Townsend-Merino from Cañada were attending a conference; Grace Sonner and Marilyn Lawrence were participating in High School Outreach Day for CSM.

CTL Coordinators Peter Bruni and Julie Sevastopoulos, and Madeleine Murphy attended as guests.

The minutes from the February 6, 2007, meeting were approved.

Sub-Committee Updates:

Course Offerings: This sub-committee is to make recommendations re: policies for the development of DE curriculum, taking into account the needs and desires of prospective students. The sub-committee is considering where SMCCCD wants to be in Distance Learning, and then will suggest how to accomplish that. Deliberations include examining and advising on the balance between program-driven and interest-driven development, and should develop a model for justification for DL course development, similar to the state process for developing new curriculum. During discussion, the point was made that increasing DL classes in our district would also generate revenue by increasing enrollment. The Co-chairs will explore further research.

Resources: Taking its charge from the DE Vision Planning document, the sub-committee has considered incentives for faculty to participate in Distance Education, with an emphasis on identifying compensation. Training must be available, and compensation for taking training should be offered in addition to compensation for course development. Faculty load for online classes is an active concern of faculty members; some are expected to prepare and conduct both an online and an on-campus class which are run as concurrent classes to combine enrollment, but paid as one class. Another concern in online classes is that "tutorials," or student support for the delivery mode, is often provided by the instructor.

Technology: This sub-committee understands that its charge to recommend a Course Management System platform as soon as possible. The sub-committee developed and presented a matrix of selection criteria which will be used to survey SSMCCCD faculty and to elicit responses from other colleges concerning various CMSs, and to develop a robust three-year cost scenario. Attendees were invited to send comments and questions about the matrix to Regina Stroud, VPI – Skyline. Technology consideration should include broadcast as well as online development.

All sub-committees should provide specific recommendations to DEAC by the meeting scheduled for April 20th.

Co-Chairs Report: Some negative reactions to a DEAC report at the last District Instructional Technology Council meeting resulted from misunderstandings due to lack of information about the purpose and structure of DEAC. The experience underscores the need to make the documents on the DEAC SharePoint site public, and for members to report back to the college communities.

The Co-Chairs will report DEAC recommendations to the Chancellor's Cabinet, which will send them to the Board of Trustees for consideration.

M/S/C The *SMCCCD Distance Education Vision Planning* document was approved for public release. It will be posted in the public sector of the DEAC worksite (<http://www.smccd.edu/portal/edserv/deac/default.aspx>).

The next meeting of the District Education Advisory Committee will be Friday, April 20, 2007, at 1:00 pm, in the District Board Room. Members may bring their own lunches; none will be provided.

bjf