



DISTANCE EDUCATION COMMITTEE

Adopted Minutes

May 14, 2012

Room 101

2:30 p.m. – 4:00 p.m.

Dale called the meeting to order at 2:34 p.m.

Dale Crandall-Bear, Chair; Karen Cook; Jeffrey Lamb; Philip Petersen; Sandra Rotenberg; Robin Sytsma; Connie Adams

Absent/Excused: George Daugavietis; Marylou Fracisco; Scott Ota; Roy Pike; Philip Summers

1. Approval of Minutes – April 23, 2012

Motion to approve: Sandy; Seconded – Karen; Passed – Unanimous

2. Update of implementation of Pearson LMS arrangements

3. Update on Canvas Pilot

4. Program Review data for DE

Peter Cammish, Director of Research & Planning, gave a screen presentation which included the following points:

- Data producing is in group “research” with files; click on “tabular workgroups”; go to “links”, and; download Tableau Reader software (PC only, not Mac friendly).
- The course schedule data is direct from BANNER and there are some limitations or inaccuracies from that source.
- Comparisons between subjects, cohorts, campuses etc. can be chosen. The table includes: retention, fill rate, FTS etc. with an average of subjects chosen. The second table on student courses from the Chancellor’s office addresses student success.
- Peter took split courses (lecture/lab) to ensure students aren’t counted twice. If just comparing online, this shouldn’t be a problem.
- It would be good for members to access the tables and forward input.

Dale requested this presentation today because DE will be looking at Program Review and it is important to begin thinking about the kind of data needed. Sandy pointed out that the Chancellor’s office data was way off and may not have been corrected. Peter would like to be notified by anyone finding incorrect data and he will check into it. He may also create an outline to find data

5. Accreditation Recommendation #6: Online Support Services

Dale was asked to address this topic by S/P Laguerre and it needs to be done by October. Funds will be made available for some faculty to work on this during the summer. A job description needs to be turned in to Susanna Gunther, incoming Senate President by 5 p.m. Jeff opined this could be a simple task

focused on: title; hours; skills required, and; where funding would come from. A response will be needed with some evidence of work done. Erin Vines will have a task force looking at equity in all student services and all student services will be made available online as well. Maybe Erin Vine's work is part of the answer for learning support systems. Jeff queried how do we know students are achieving at comparable levels and at what time are outcomes evaluated? Usually assessments are of a particular assignment but no one is keeping stats as to how students are attaining those. No specific names or courses are submitted so there is no way to track and no institutional repository on how students are achieving outcomes. Jeff added that the big part is to understand Program Review type data on fill, retention, success, and break-out by online and face-to-face. By gaining understanding about who students are and how they're doing, disparities could be found. Karen raised concern that, if the success rate is judged by how many students pass class, it could just be changed to make it easier. Jeff suggested a good beginning over summer would be a data analysis project. An online program level outcome could be created to determine what to do at program level regarding computer literacy, competency etc. Sandy added that currently no barriers exist and if they're needed should be addressed. A description is needed to define a data analysis project to respond to Recommendation 6.

6. DE presentation on new SCC website

(Scott Ota was unable to present at this meeting)

7. Continue discussion of faculty training for DE

A suggestion at the last meeting was to make the second DE meeting each month an eTeachers group meeting. Dale's idea was for schools to alternate hosting meetings, faculty from any school could give presentations, and everyone could attend and benefit from the group. In the fall the Committee may want to discuss a variation of days and times for the eTeachers group. Representatives may have to find a replacement, if they cannot regularly attend meetings. The regular meetings will continue to be held on the second Monday of each month in the fall unless another time works better for the majority.

Meeting adjourned at 3:21 pm.

DE minutes 5.14.12/ca