



## DISTANCE EDUCATION COMMITTEE

### Adopted Minutes

April 13, 2015

Room 801

2:30 p.m. – 4:00 p.m.

<b>ATTENDANCE</b>	<p>The Distance Education Committee Meeting was called to order at 2:30 p.m. by Coordinator Dale Crandall-Bear.</p>
	<p>Members present were Anne Bevilacqua (Interim Dean of SBS); Dale Crandall-Bear (DE Coordinator/Chair); Mary Gumlia (COUN); Scott Ota (IT); Svetlana Podkolzina (MS); Robin Sytsma (HS); Lauren Taylor-Hill (SBS); Christina Trujillo (LA); and Carol Zadnik (DE Tech)</p>
	<p>Absent/Excused: Isabel Anderson (LA); Roger Clague (CTO); Erin Duane (substitute Librarian); Neil Glines (Dean of LA); Laura Maghoney (AT&amp;B); Sarah Nordin (AT&amp;B); Sandra Rotenberg (Lib); Randy Smith (MS); and Barbara Villatoro (MS)</p>
<b>1. Adoption of Minutes (3/9/15 &amp; 3/23/15)</b>	<p>Adoption of March 9 and March 23, 2015, Meeting Minutes: Motion to approve – Lauren; Seconded – Christina; Passed – unanimously.</p>
<b>2. Update on Online Education Initiative (OEI)</b>	<p>Dale said that SCC would transition into a state-wide exchange through the Online Education Initiative. Canvas will be used as the common learning platform for this initiative. The platform is called the Common Core Management System (CCMS). Negotiations are being conducted now between the Chancellor’s office and Canvas. These negotiations will include fees, determine platform configuration, and determine which plugins or LTIs will be included. Dale mentioned there will be an online tutor plugin included in the platform. Dale said there is a possibility that a college will be able to use the CCMS even if its courses are not included in the exchange. Dale said this might allow us to move all our courses into the CCMS, which might include our eCompanion shells.</p>
<b>3. Planning for 2015 Summer Institute</b>	<p>Dale said the committee will plan to devote the next meeting to planning the 2015 Summer Institute.</p>

**4. Course Shell  
Reviews (faculty  
only)**

**Courses for Sum/Fall 2015:**

SOC 001 (TJ)

SOC 002 (LP) – Final

KINE 020W (CB)

DE faculty members who reviewed SOC 001 (TJ) and KINE 020W (CB) recommended pilot approval. DE faculty members who reviewed SOC 002 (LP) recommended final approval. Dale asked for a motion to accept the recommendations set forth by DE faculty members. Motion to approve the recommendations – Lauren; Seconded – Christina; Passed – unanimously.

**Other Shells:**

CIS 001 (ZC)

BUS 005 (CO)

BUS 092 (CO)

ACCT 001 (SB)

DE faculty members who reviewed BUS 005 (CO) and BUS 092 (CO) recommended the courses not be approved at this time. DE faculty members who reviewed CIS 001 (ZC) and ACCT 001 (SB) recommended pilot approval. Dale asked for a motion to accept the recommendations set forth by DE faculty members. Motion to approve the recommendations – Lauren; Seconded – Christina; Passed – unanimously.

**Adjournment**

The meeting was adjourned at 4:00 p.m. The next meeting is scheduled for April 27, 2015, in Room 801 from 2:30 p.m. – 4:00 p.m.