

Distance Education Meeting  
Minutes

Date: September 16, 2011

Location: ITC

Time: 11:00 – Noon

Attendance: Meryl Soto, Jim Toner, Roberta Worth  
Judy Reiman, Jake Beck, Jana Connell, Melissa Colón,

| Agenda Item/Topic  | Presenter                                     | Discussion/Presentation   | Follow-up/Time Frame   |
|--|---|---|--|
| <p>Welcome New Members</p> <p>Quick Recap on main accomplishments last year '10-'11</p> <p>Mon, Sept 19<sup>th</sup>, 1:00 we will have a CCC Confer virtual conference with MJC and their Web programmer, Josh Sigman to begin the work on the Blackboard Custom log in page.</p> | <p>Everyone</p> <p>Melissa</p> <p>Melissa</p> | <p>Welcome Meryl Soto (English)and Jim Toner (English)who are new to the DE Committee</p> <p><b>Membership:</b> Brian DeMoss, Ida Ponder, Jim Toner, Judy Reiman, Teresa Borden, Gene Womble, Meryl Soto, Roberta Worth (student), Jake Beck, Melissa Colon</p> <p>Invited: Chris Vitelli, Mike Torok, Tom Kimberling</p> <ul style="list-style-type: none"> <li>• Updated DE Plan <a href="http://www.gocolumbia.edu/online/DE_plan.pdf">http://www.gocolumbia.edu/online/DE_plan.pdf</a> (located on the Distance Learning&gt;Faculty Resources)</li> <li>• Updated Instructor's DE Handbook <a href="http://www.gocolumbia.edu/documents/de/DE_handbook.pdf">http://www.gocolumbia.edu/documents/de/DE_handbook.pdf</a> (located on the Distance Learning&gt;Faculty Resources)</li> <li>• Transition to BB 9.1 and SP Upgrades (BB Learn 9.1 SP6, manage hosted)</li> <li>• LMS Shootout (Moodle vs BB) Blackboard Preferred</li> <li>• Instructional Tech Training Offerings <a href="http://de_coordinator.sites.gocolumbia.edu/training.html">http://de_coordinator.sites.gocolumbia.edu/training.html</a></li> <li>• '10-'11 T&amp;L Cohort – 8 new online &amp; hybrid courses developed</li> <li>• Spring Communication Tools Cohort ~15 active participants</li> </ul> <p>This is the old WebCT/Log in page. <a href="http://www.yosemite.edu/webct/default.htm">http://www.yosemite.edu/webct/default.htm</a></p> <p>Everyone from the DE Committee is encouraged to join us and participate in feedback on what information we would like to include. Josh Sigman from MJC will be reporting on what options are available in regards to setting up a custom log in page. Please forward any comments before 1:00pm on Monday, 9/19.</p> | <p>Feedback from Everyone</p> <p>Melissa will keep everyone informed and updated</p> |

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| DE Goals for '11-'12 | Melissa | <p>Quality Matters Rubrics and Peer Support</p> <p>Meeting Our Title III Goals – Year 4 – Looking to add to general education online offerings. Melissa will be working along with Randy Barton on gathering information for the courses that are currently offered and the gaps we have in the GE pattern to present to the faculty. Melissa will be calling all FT Faculty to initiate conversation and interest in online teaching as well as other technology needs they may have.</p> <p>Needs for Online Faculty – Explore incentives for teaching online because it is a lot of work to develop online courses and many additional hours to teach online versus F2F.</p> <p>MJC &amp; CC Online Faculty Retreat</p> <p>Needs for Online Students – recommendations for additional online student support</p> <p>Online Student Handbook</p> | <p>Teresa Borden will discuss next meeting</p> <p>Melissa Colon</p> <p>Everyone</p> <p>Melissa &amp; DE committee will work on future MJC &amp; CC Retreat</p> <p>Everyone</p> <p>Melissa Colon prepares DE Committee reviews</p> |
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Meeting Meetings by Melissa Colon, September 16, 2011

Next DE Meeting, October 7<sup>th</sup>, 11-Noon, 2011

Together we will work on practical solutions. Your contribution is appreciated!