

Distance Education Meeting Minutes

Date: January 24, 2014

Location: ITC

In Attendance: Judy Reiman, Teresa Borden, Kathy Schultz, Randy Barton, Meryl Soto, Melissa Colon, Jana Connell

Agenda Item/Topic	Presenter	Discussion/Presentation	Follow-up/Time Frame
Blackboard Text Messages	Melissa	Melissa demonstrated how the new Text messages- and text to speech features in Blackboard work. Students can sign up for either Text Messages or Text-To-Speech.	
Online Development Cohort	Melissa	We have 13 instructors developing 14 classes. The class is being taught as a hybrid.	
Training Recommendations (Topics and Availability) Title III- Consultant	Melissa	<p>The Title III consultant Mike G. recommends to provide online Peer Mentors to review online classes for a small stipend. His suggestion is that we implement this program before it is made mandatory by the college administration as in some cases in other colleges. Further discussion with the committee about what the consultant brought up during the Title III meeting and how we may want to implement some of the recommendations. One of the suggestions from the committee was to explore technology skills assessment testing before getting into online classes. Some colleges require an Online Orientation to register for online classes. (The question was posed should we have more online LIVE orientations or mandatory orientations?)</p> <p>Another idea is to survey online students in order to understand some ways to better support the students upfront and the faculty with training. There also may be a need to divide the training for some faculty who teach for us that are already experienced online instructors and those who need the development training.</p>	

<p>Universal Shells Update & Blackboard Watch Outs-Uploading Large Files,3CMedia</p>	<p>Melissa</p>	<p>Two tiers of training:</p> <ul style="list-style-type: none"> • Refresher training for those teaching online but need to learn the new technology in BB 9.1. • Full cohorts with 30 hours training for new developers. <p>The goal is Blackboard shells will be automatically created for all section numbers before the classes start whether or not the instructor requests. Large file sizes are a problem with the server storage capacity and we are strongly encouraging faculty to use the YCCD Media Share or other hosting services. 3CMedia another media share service will host video clips and will close caption by request. This process will help us to be able to achieve our goal and keep under our contracted managed service capacity.</p>	
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Upcoming Events:

Meeting Minutes: Jana Connell

Next DE Meeting: 2/7/201, 10:30-11:30

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