

Distance Education Meeting Minutes

Date: Friday, March 27, 2015

Location: ITC

In Attendance: Jim Toner, Kathy Schultz, Wendy Griffiths-Bender, Sylvia Watterson, Melissa Colón

Agenda Item/Topic	Presenter	Discussion/Presentation	Follow-up/Time Frame
DE Summit Debrief	Melissa	<p>The DE Summit went well with faculty, staff and students in attendance throughout the day. Our guest speakers, Jory Hadsell (Chief Executive Officer for the OE Tutoring Pilot and Barbara Illowsky (OEI Director of Basic Skills) updated us about the OEI Tutoring Pilot and the Embedding Basic Skills repository that is being built. We learned more about the leaderless whiteboard option that will be available for all colleges, students and instructors. Although at this time the tutoring services are only available in the pilot courses, additional and expanded Online Tutoring Services can be purchased by our district for the same cost the OEI is paying.</p>	
Embedding Basic Skills	Melissa	<p>Since Barbara Illowsky shared her Embedding Basic Skills PowerPoint with us. I was able to share the basic skills ideas with the DE Committee and how the resources can be embedded in online materials and modules, just in time. Melissa will be sharing the slide show and ideas as much as possible in a variety of venues.</p>	Melissa
MJC Online Readiness Certificate	Melissa	<p>The DE Committee reviewed the Certificate class opportunity and will be working on having student's beta-test for approximately how long it will take to complete the certification class. The Committee members will help to get the word out about this wonderful resource shared with us from Mike Smedhammer, MJC's Instructional Designer Coordinator. The announcement has gone out in an email to all faculty and the information will go out in the March DE newsletter and also the Academic Senate newsletter in April.</p>	DE Committee
Revised Online Course Design Rubric	Melissa	<p>Melissa shared the new revised OEI course design rubric with the DE committee and asked if it was appropriate to request that the Academic Senate move to adopt the OEI's new revised rubric. We all agreed it would be a good idea to ask the AS to review and return in the fall to be able to answer questions and vote on adoption. We were pleased that our current rubric already contains many of the exemplary practices and standards. We felt it would be beneficial to adopt the OEI</p>	DE Committee

		rubric for our online training, mentoring and preparing courses for the OEI pilots and full exchange, aligning ourselves fully with the Online Education Initiative view of exemplary course design.	
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Upcoming Events: OEI Online Course Design Rubric Workshop with Teresa Borden and Melissa Colon – Friday, 4/10 9:00-10:30 in the ITC

Meeting Minutes: Melissa Colón

Next DE Meeting: April 10, 2015

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