

## Distance Education Committee Meeting

October 11, 2019 10:00 AM - 12:00 PM, GE-204

- I. **Online Tutoring** (Brandy Gibson)
- II. **Committee Membership**
  - A. Seeking students
- III. **Posting Committee Agendas & Minutes**
- IV. **Canvas Issues**
  - A. Power outages
  - B. Films on Demand
- V. **Updates on CVC-OEI Improving Online CTE Pathways Grant**
  - A. Grant plan
    1. Developing online sections of 3 CTE courses this semester:
      - a) BOT/CIS-190B (Pam Rudy)
      - b) BUS-181 (Tony Viertel)
      - c) CIS-125 (Francis Reyes)
    2. We are Aligning 8-9 existing online CTE and GE courses to the CVC-OEI rubric
      - a) COUNS-140
      - b) ECON-220
      - c) ENGL-1A
      - d) MEDIC-105
      - e) MEDIC-106
      - f) MEDIC-150
      - g) PHILO-120
      - h) SPCH-120
  - B. Grant team
    1. Instructional Designer: Erin Kelmereit
    2. Campus Instructional Designer: Maritez Apigo
    3. POCR Lead: Anthony Gordon
    4. Campus Online Accessibility Specialist: Monica Landeros
    5. Still seeking an OER Coordinator
    6. Still seeking professional expert in online accessibility
  - C. Design templates for CTE courses?

- VI. **4CD-UF Negotiations on Distance Education**
  
- VII. **Preparing DE Faculty for Accreditation**
  - A. CCC DE Faculty Handbook
  - B. Regular Effective Contact policy
  - C. DE Addendum
  
- VIII. **Fall '19 Faculty Training Workshops**
  - A. Regular & Effective Contact & Interaction (Maritez)
    - 1. Part 1: Instructor-Student Contact - Friday, 10/18 12-2 PM in GE-214
    - 2. Part 1: Instructor-Student Contact - Wednesday, 10/30 2-4 PM in GE-211
    - 3. Part 2: Student-to-Student Interaction - Friday, 11/15 12-2 PM in LLRC-125
    - 4. Part 2: Student-to-Student Interaction - Wednesday, 11/20 3-5 PM in LLRC-125
  - B. Online Accessibility (Monica)
    - 1. Friday, 11/8 12-2 PM in CTC-128
    - 2. Friday, 12/6 10-12PM in CTC-128
  - C. Recording Options
    - 1. Zoom
    - 2. James?
  
- IX. **OEI Implementation**
  - A. Online equity tools
  
- X. **Next Meeting:** Friday, November 8th 10:00 AM - 12:00 PM, GE-204