

Distance Education Standing Committee

Moorpark College's Mission Statement

With a "students first" philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career technical education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.

Committee charter:

The Distance Education Committee makes recommendations on college-wide planning and accreditation issues related to distance education activities.

The specific tasks of this committee are:

- Review and evaluate campus-wide student success and equity data related to distance education
- Develop and promote best practices that contribute to the quality and growth of distance education at Moorpark College
 - Provide guidance on professional development activities related to distance education
- Monitor and document compliance with accreditation standards and state and national regulations

Minutes January 23th, 2019 2:30 PM – 4:00 PM, A-138

Division/Position	Name	Present	Division/Position	Name	Present
Co-chairs	Jennifer Goetz	X	Dean	Traci Allen	X
	Rachel Messinger	X			
Student Health, Athletics, Kinesiology, ACCESS & Math	Claudia Gutierrez	X	Instructional Technologist/Designer	Tracie Bosket	X
			ACCESS	Matthew Spinneberg	X
Social & Behavioral Sciences	Brian Herlocker Rex Edwards	X	Student Service Council	Dave Anter	X
		X	Associated Students	Sonali Murugan	
			DE Coordinator	Anasheh Garabighi	x
Business, Child Development, & Student Engagement	Shannon Macias Daniel Aguilar Danita Redd (alternate)	X	GUESTS: Please Sign In Gwendolyn Lewis-Huddleston		
		X			
		X			
EATM, Life & Health Sciences	Jana Johnson Ashley Vaughan				
		X			
Languages & Learning Resources	Diane Scrofano	X			
Physical Sciences & Career Ed					
Arts, Media & Communications	Becky Brister	X			

Meeting Calendar 17-18 4 th Wednesday 2:30 in A-138	Topic	Meeting Calendar 17-18 4 th Wednesday 2:30 in A-138	Topic
08/22/18	CVC-OEI, online enrollments	1/23/19	
09/26/18	CVC-OEI, initial goals	2/27/19	
10/24/18	DE Program Plan	3/20/19 (location TBA)	
11/28/18		4/24/19	

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AGENDA

Topic	Discussion/Comments	Action
1. Welcome & approval of minutes		TB moves to approve.DS seconds. All vote aye except TA and GL abstain.
2. Professional development funds	We have approximately \$19,000 in our budget. We have 20 Camtasia licenses available. We can use the funds to send 15 people to the Online Teaching Conference in June (about \$1100 per person).	TB motions to fund the Distance Education conference. AV seconds. All vote aye.
3. Ally demo	Rachel shared some tips on how to use Ally.	
4. CVC-OEI Next Steps	Several faculty are currently going through the self-paced process. Gwendolyn Lewis-Huddleston recommends that each college has their our internal team instead of relying on the outside review process. Rachel informed Gwendolyn that we did have such a team, our "Design-to-Align" group. Anasheh is currently going through a training on POOR. She will merge POOR with "Design-to-Align."	
5. Implementation of free CVC-OEI services	NetTutor is on the navigation bar by default in Canvas courses; however, the service is not available to students yet. Cranium Café is not available yet either; there was some discussion about counseling looking into using the service. NameCoach is available. It allows students to record the pronunciation of their name. It must be enabled on Canvas.	
6. DE Summit 3/15/19	This year's DE Summit will be hosted at Ventura College from 8 AM-1:30 PM on March 15, 2019. This year's theme is "Accessibility and Equity in Distance Education."	
7. April Flex Professional Development- email ideas to Anasheh by Feb 1st	Matt suggested a session on Ally; Ashley suggested one on Flipgrid (Flipgrid is now free).	
8. Co-Chair Elections	Rachel is not running for the chair position. If anyone is interested in running, they should put their name in. Academic Senate approves the nominations.	
9. Comments:		
Adjournment at 3:50 p.m.		