



MOORPARK COLLEGE

Distance Education Committee

JANUARY 27, 2016

2:30 PM – 4:00 PM (A-138)

MEETING MINUTES

Minutes approved with corrections (attendance list from November 2015.).
Martin moved to approve, Tracie seconded.

Item Number 1

Lisa Putnam discusses Institution set standards

Three things that affect our accreditation:

- ACCJC
- State chancellor's office
- Institutional effectiveness data

Legislators come in to assess what the school is doing with funding. What our goals are and how can we improve. We have short term goals for 1 year and long term goals for 6 years. Goals need to be reasonable, for DE they don't have to copy the schoolwide goals but they have to set their own standards. These standards cannot fall below a certain point, because the senate will be looking at these numbers.

Students who started 6 years ago that told MC they wanted a cert/degree/transfer have been studied and watched. It doesn't matter where these students started college, as long as it was in California, but where they graduate. The school that graduated them got the credit for doing so, so we are looking at students, not Moorpark, specifically. Not counted as incomplete or original number or negatively.

Legislators have been looking into how the college is doing.

How does it relate to DE?

Which of these metrics do we want to set for DE? You all get to decide, knowing this metric; this is how we decide on goals for DE.

If we set goals for 100% online degree, how many would we want per year?

What kind of goals does it make sense for DE to be tracking?

After we find our data we'll be able to set standards.

Lee B:

Next meeting: pull data for success, online vs on ground plus hybrid, maybe look at data for degrees, (Probably not). Also what might be an action plan?

#6 Successful courses completion. Do we want to distinguish between on-ground and online courses? Devise a plan of action. Action plan of what will we do if we do not reach our goals within a year.

Ideas for data:

Course completion do we want to disaggregate?

Disaggregate by % for students who transfer to a 4 year

Hybrid counts toward DE

Do we use the statewide database to track transfers? Before it was assumed that the data was self-reported, but that data is not actually. It is pulled from National DataMart/Chancellor's office.

Create a category for 2008-2009 students:

How many had more than 50% online classes?

Of those how many wanted to graduate?

How many actually graduated

If we're going to pull data, where do we pull it from? Like that or course completion

But also by population, so how many are first time college students, or how many are minority, so we can track that.

Institution set standard, to separate by race/ethnicity, to set it as benchmark

Pull out % of courses offered on DE and use it to track where we want to go.

Look at Joanna's recently finished report, are we growing or shrinking? Most of this is taken from the strategic plan and is a snapshot from what was produced by Joanna.

Retention is important with DE, but also success.

Retention means whoever is on the list on the census date vs the end. They need to have gotten a grade of some kind even if it's an F

Looking at majors vs non-majors. Majors used to have great retention, but we don't offer majors anymore, only non-majors.

Item 3 (catalog widget)

Asked if anyone in the committee was interesting in going through these pages and looking at everything relevant?

Is there anyone who might want to read through catalog and make recommendations what is still relevant what might be confusing?

Joanna Miller and Cynthia Sheaks-McGowan volunteered.

Ruth Bennington: What does attendance for DE mean? There's not much in catalog that states just what attendance for DE means.

Item Number 4

Canvas Joanna Miller

We can have pilot courses as early as summer 16, some more in the fall of 16 and then full conversion expected by fall 2017

Working on figuring out how to roll out the pilot program and to provide training and support hoping by summer 2016.

MC was never provided us with full amount of pilot members and how to go about training them. Ventura College and Tracie both working on this together.

Pilot not by department but by faculty volunteers who are interested.

Canvas is similar to Blackboard. It is very user friendly for students and faculty, but it's not very similar to D2L.

Jennifer Kalfsbeek did a full test on this when she was at CSUN.

CCC confer will be available on canvas.

Ventura College currently using Canvas having very positive response.

VC certification – offering online training.

Do we want our people to pilot and modify the VC training? Instruction techs would do the training at MC.

Training in mid-February for those who want to teach summer 2016 – get feedback for fall Training is approx. 8 hours long for faculty, but if they've been taught it before, or have prior experience with online learning resources, it would obviously be quicker.

Do we expect every online teacher to get canvas training?

Lee B

Concerns – For people who teach online the concern sounds like it's a repetitive course, and can it be streamlined if it's online, or can someone choose to do more extensive course, and can current online faculty have a choice?

What are people's positions on training for all DE faculty before they teach online?

Basic training is frustrating but people should be able to run through it quickly just by using the normal tools.

Joanna and Martin suggest everyone have all the same basic level training – everyone should do it whether they are experienced or not.

Setting up on ground training is incredibly difficult, due to times, scheduling, appointments. If it was more informal, and faculty had questions beyond just basic use, someone, like instructional technologists, to go to would simplify things and keep it consistent.

Committee needs to agree on basic way to standardize the training.

Can we have our shells transferred over?

Lee B – is this committee comfortable on voting to recommend that everyone who teaches online go through training? The committee voted unanimously yes. No objections to use Ventura College as baseline.

DE Summit information:

Jennifer K. Summit will be on 2-19-16. It is an opportunity to start talking about things collaboratively. We'll learn more about the certification class, for those who can attend; it might set instructors up a little better.

Any volunteers of what "cool" online things are currently being done? Email Art Sandford at OC.

On ground training may not be available till fall 2017

Online training will be on canvas.

Online orientation? Q and A for canvas.

If you want to teach in summer your only option is to do the online training through canvas.

Summer 2015 trainings and pilots will be happening for fall 2016 courses. District wants people to be moved over by spring 2017. If there are still people using it in Summer 17, that's pushing it, but by Fall 17 everyone will have to be moved over.

As of now there is no new training for D2L.

Can somebody get certified outside of VCCCD? You need to be certified by the district now.

This is not a campus movement, teacher decide when to move to canvas – everyone will be on it by fall 2017

The student body at VC is responding well

Martin Chetlen

Will student worker be training in canvas by fall 2017?

Yes, Tracie and student worker will be trained.

We will revisit the canvas training in February and will let Mary Rees (Senate) know that a unanimous vote was made to recommend training for all faculty. We are only presenting the decision to vote on this, to be approved by Senate.

Item #5 Joanna

March flex training

Two hour long training

Website ideas discussion be looking at our online presence, come with ideas about DE. DE students services goes to our website about DE, but that could be better. Widget idea?

Handout: Tips for students interested in taking DE courses.

We asked earlier, what does counseling need from DE? Came up with the top 5 suggestions for counselors. Counselors get the same questions about online classes. How would they answer this question: What's the difference between taking online class vs on ground class?

We create a form of common questions and common misconceptions to help counseling.

Suggestions: Online classes – lots of reading and writing

Orientation videos that Patrick brought will be brought up again in February.

The next meeting will be Wednesday, February 24, 2016 2:30 PM – 4:00PM in A-138.