



## MOORPARK COLLEGE

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### ***Distance Education Committee***

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*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*

#### **GOALS 2015-2016**

<b>#</b>	<b>GOALS</b>	<b>ACCOMPLISHMENTS</b>
<b>1</b>	Expand knowledge about ACCESS requirements; provide opportunities to inform faculty of ADA requirements in DE courses and research support opportunities to help faculty make classes ADA compliant	
<b>2</b>	Expand professional development opportunities	
<b>3</b>	Review accreditation gaps and continue to monitor accreditation requirements	
<b>4</b>	Analyze Student Success and Equity data, identify gaps and make recommendations to close the gaps	
<b>5</b>	Contribute to the development of a vision for the DE program	
<b>6</b>	Become more informed about Canvas and the potential change in course management systems within the District	
<b>7</b>	Research DE programs at other institutions to learn more about Best Practices	
<b>8</b>	Recommend a Best Practices for faculty document	

Approved 5/16/2013

# **DISTANCE EDUCATION COMMITTEE**

**SEPTEMBER 23, 2015**

**2:30 PM – 4:00 PM (A-138)**

## **MEETING NOTES**

1. Review Meeting Notes of 08/26/2015  
The notes were approved with the changing of the following from “GOALS, 2015-2016” to “MINUTES, 2015-2016”.
2. Guest: Jerry Mansfield gave a brief update
  - Efforting – 3<sup>rd</sup> party software, hoping to get this done by next month (November)
  - He will email info to the committee on best practices at other schools from a Curriculum Institute seminar attended last year
3. Tim Samoff:  
Widget - Will email a screenshot to the DE committee
4. Lee Ballestero:  
Accreditation is really focusing on DE this time around. What does DE need to prioritize? Has DE Committee thought about what we’re offering to students? Have we thought about who the DE students are? Why are we offering DE?
  - 7<sup>th</sup> Goal: Accreditation Issue: John Loprieno suggested we fact-find/research what OC & VC are doing to find out their best practices.
  - 8<sup>th</sup> Goal: Approve a best practices document
  - Will invite a Counselor for next meeting
  - Joanna volunteered to find exactly where DE is listed online. Is the current info accurate throughout the MC website?
  - Students need to be made aware of commitments that come with DE courses.
5. Amanuel Gebru:
  - Read the MC Mission Statement, Academic Senate is moving forward with it. Final version will be ready at Fall Fling.
  - Discussed how DE fits within the mission of “students first” and supporting diversity
  - Suggested that students have a mandatory orientation by Counseling Dept. so that students become aware of DE requirements to help improve student success or retention rate.
6. Joanna Miller:
  - Canvas – Has been offered free through 2018. A one-year contract has been signed. Migration can start in fall 2016. Will we go to Canvas and leave D2L? DE Campus committees to make recommendations. VC Pilot, they really like it. Canvas is very easy to use, very intuitive.

- Suggested that students be required to assess themselves prior to signing up for DE. Will bring this topic up again at next meeting.
- Professional Development upcoming events: One in January, the other in March
- TechEd, Coffee Break, CCC Confer private sessions available with whomever wants
- Communication of Professional development is a current issue, not all faculty receiving the messages

7. Patrick - Student committee member:

- The term “hybrid” is confusing to students when registering for classes. The concept of DE at Moorpark needs to be easier to find or more accessible. Students traditionally do not look/read the catalog.
- How can students voice or express their current frustrations with D2L? Are there any surveys to provide feedback?

8. Other Business

- Beth Gillis: Who will do the Canvas training? Tracie Bosket will work on this.

9. Next Meeting

The next meeting will be Wednesday, October 28, 2015 2:30 PM – 4:00PM in A-138.