Ventura College
Distance Education Advisory Group
Meeting Agenda
Thursday, May 9, 2019
3:30 – 4:30 p.m., LRC 136
(Meets on the second Thursday of each month, in LRC 136 Training Studio.)

ISLO-1: The Service will support or facilitate a positive learning or service environment for students.

PURPOSE: The Distance Education Committee exists to meet the instructional, communication, computing, and research needs of the students, and faculty, of Ventura College. The mission of the committee is to focus on the delivery of distance education and its environment, be it web enhanced on ground courses, hybrid courses or fully on line courses. Taking a proactive leadership role on educational, technological and professional development issues surrounding distance education.

OUR GOAL: Our greatest wish is to provide services and quality education in the distance education format that will enhance students' opportunities to be successful in their educational pursuits. We have established a goal to improve student success in distance education classes to equal that of face to face classes.

I. Welcome and Introductions
II. Approval of Minutes (April 11 meeting)
III. Training News and Services
    a. Completed: Spring Flex (New Canvas Gradebook, Ally, CVC-OEI Tools), Spring OTTCC (11 certified)
    b. Upcoming: OTTCC Summer Session (June), Online Teaching Conference (June), InstructureCon (July)
    c. The Online Teaching Survival Guide (*Not* Matt's book club, *unless you want it to be*)
    d. New Canvas Gradebook Rollout –Vote: 2nd week of June or December break?
IV. CVC-OEI Update
    a. CTE Online Pathways Grant Submitted – May 31st Notification of Grantees
    b. OEI Ecosystem Update: Proctorio, NameCoach, NetTutor, Cranium Café
    c. Peer Online Course Review (POCR) Update
    d. CVC-OEI Self-Assessment Checklist
V. District Updates
    a. DDEAC – Request for Funds, Next Year's Membership
    b. Tools Coming this Summer:
        i. Ally All Courses – Badge Level 1 – Syllabus, Badge Level 2 –First Week Materials
        ii. Sitewide Camtasia License (Screen Recording & Video Editing Tool) coming this summer
    c. Student Course Evaluation (Class Climate) Improvements
VI. VC DE Advisory Group
    a. Moving under VC Academic Senate
    b. Review of Membership Survey
    c. Review of 2018-2019 Goals
        i. Do foundational work (data gathering, needs analysis, etc.) to provide a foundation for a DE strategic plan
        ii. Develop DE strategic plan to present and share Fall 2018.
        iii. Continue to recruit faculty to provide courses for OEI, and provide support for their training/course approval.
        iv. Continue to increase distance education offerings to achieve VC 2017-2020 Strategic Plan to increase DE to be 30% of course schedule. Goal 4 also supports the VCCCD 2016-2019 District Strategic Plan.
        v. Develop Promotional Marketing Materials for; high online access programs, fully online certificates and degrees, online transfer courses, IGETZ and UC TCA.
        vi. Analyze web-enhanced usage in order to set goals.
    d. Discussion of next year's format and goals

Handouts: (1) 4/11/19 Meeting Minutes, (2) CVC-OEI Self-Assessment Checklist, (3) Distance Ed Advisory Group Evaluation PDF