Ventura College Distance Education Advisory Meeting
September 28, 2017 from 3:30 pm – 4:30 pm

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, and to take 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.

2017-18 Goals
Goal #1 OEI Trained Faculty – recruit 3 faculty per appropriate program and support their training/course approval for OEI
Goal #2 OEI Reviewers In-house – select a minimum of 5 faculty to use OEI rubric to assess courses for the exchange
Goal #3 Increase distance education offering to 30% of course schedule
Goal #4 Increase fully online degrees and support online programs through promotional materials
Goal #5 Recruit a minimum of 1 faculty member in each program to use OER in online classroom and increase use of OER in face-to-face classrooms
Goal #6 100% of course offerings scheduled every semester use web enhancement, at a minimum

AGENDA

I. Welcome
II. Review of Minutes/Additions to Agenda
III. DE Program Review absence, awareness only
IV. DE Addendum for curriculum
V. DE SUO Update information (Sharon) Handout?
VI. Feedback on Best Practices for Online Course: Evaluator Checklist, Handout
VII. OER Faculty PD, October 20
   a. Who is planning to attend
   b. Agenda for the day, Handout, and Guest Speaker Handout, Gwen to share some details about the speaker
   c. OER VC Task Force Group, See Handout
   d. OpenStax's Web Conference, November 1, 3:30-4:30 pm (will email link to the group)
VIII. Achieving our goals, Discussion
   a. Ideas for promoting, training, and gaining buy in for our 17/18 Goals? Discussion
   b. Ready to begin promoting Our Online Degrees?
   c. Expanding our Hybrid options, from recent success
   d. Master Class Shells for promote Rapid DE Expansion, Volunteers, Nominations
   e. Volunteers and nominations to put courses into the OEI Exchange?
IX. ALAS and Online PD
   a. Interest? Get involved and get money

X.   Other (optional if time permits)
   a. Expectations of Online Readiness Training if new Contract DE plan goes into play, feedback from committee
   b. Quest for Success, recent discussions of best practice use?
   c. Non-credit courses
   d. Next meeting Agenda items
      i. Requests?
      ii. Review of marketing materials created for DE and OER
      iii. OEI updates

XI.   Closing