Ventura College - Distance Education Advisory Group - Meeting Agenda
Thursday, September 12, 2019
3:00 – 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 online 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 (May 9 Meeting)
III. Review Charge - Purpose
IV. Membership Needs
    a. Elect Co Chair of VC DE Advisory Group (Faculty)
    b. Are we balanced from all divisions?
    c. DDEAC (District Distance Education Advisory Committee)
        i. Co-Chair of DDEAC (Faculty)
        ii. 3 Faculty Representatives
V.   Goal Creation
    a. Possible Goals:
        i. Revising the DE Handbook with Best Practices and Current Procedures / Content
        ii. Establishing a Local Peer Online Course Review (POCR) Process
        iii. Evaluating New Template for Practice Shells
        iv. Rolling out of New Gradebook in Canvas
        v. Implementing Goals for Ally and/or Camtasia
        vi. Evaluating the Recertification Course
        vii. Recommending a Process for System Wide Canvas Announcements
        viii. Setting Default Publish Hybrid / Online classes on start dates
        ix. Improving student success in DE Classes to equal or better than in person classes
        x. Your Suggestion: _____
VI. Training News and Services
    a. Fall Flex Materials and Access.
    b. Fall OTTCC Updated
    c. CannInovate – Online Web Conference – Friday October 26th
    d. Respondus Update
    e. New Software
VII. CVC-OEI Update
VIII. District Updates (DDEAC or ITAC)
IX. Future Committee Presentations
    a. Future Presenters of Best Practices
    b. New Tools
X.   Other Business

Handouts: (1) 5/9/19 Meeting Minutes