**Ventura College**

**Distance Education Advisory Meeting**

**Agenda**

**Thursday, April 14, 2016**

**3:30 pm – 4:30 pm**

**LRC 136**

Meets on the second Thursday of each month, in LRC 136 Training Studio.

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.

**Goal #1** DE Faculty Mentors will review at least 25 courses in the 15/16 academic year.
**Goal #2** All GE courses will be prepared to be offered in either hybrid or fully online by May 2016. (This means that courses will have at least been revised/updated in Curricunet for future scheduling)
**Goal #3** 50% of faculty teaching hybrid and/or online fall 2015 will respond to the Self-Assessment by December 1st 2015.

* **Welcome**
* Approve March 10, 2016 meeting minutes
* DE updates on OEI project
* DE updates on Canvas transition
* DE updates on Tuesday, April 12, Board Meeting presentation on Canvas and OEI
* Net Tutor and Proctorio during summer classes. Need volunteers to further test pilot these.
* DE Handbook update
* DE Handbook posting newest while waiting for Senate approval
* DE Letter on what happened this year in our Advisory Group and DE overall to the campus
* DE Goals reviewed, Setting new goals for 2016-2017 year
* End of Academic Year Evaluation of the Advisory Group
* Show of hands who will return to serve on DE Advisory Group for next Academic Year