**Ventura College**

**Distance Education Committee Meeting**

**Agenda**

**Thursday, September 10, 2015**

**3:30 pm – 4:30 pm**

**LRC 136 Training Studio**

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.

* Introductions
* Approval of Minutes
* Informational
* Accreditation Updates
* Mentor Program
* Update of DE courses
* Representative for Curriculum Committee
* Upcoming Training Dates/completion of training #'s
* Discussion Items
* Discussion of best practices for minimum hours per week for fully online and hybrid classes.
* Goals for 2015/16

1. Mentoring

2. Increase course offerings in online

3. Self-Assessment

* 4. Other

Meeting Dates:

* September 10
* October 8
* November 12
* December 10
* January 14
* February 11
* March 10
* April 14
* May 12