

Ventura College Full Launch Pilot Project

Online Education Initiative

Tuesday, June 28, 2016

8:30 – 9:30 a.m.

Minutes

Call in information:

This is an online meeting for Skype for Business, the professional meetings and communications app formerly known as Lync.

Join by phone

+1 (805) 289-6255

Conference ID: 38350

Attendance: Marc, John, Matt, Arleen, Rupinder, Gwendolyn, Mike,

- i. Welcome and Review Minutes of last meeting discuss any Action Items updates.
Reviewed main item for action is the signing of the MOU
 - a. Gwen gave an update on Verisign. Since we are resigning for a year with Turn it in OEI will not plan to purchase a year of Verisign for us to use. However, we do want to test this out with some faculty using the 3 month free subscription. A Link Access to this free subscription can be found in this last week's weekly OEI Update Newsletter sent with today's Agenda. We do want to look into an alternative to Turn It In if possible due to Turn It In raising their cost by 30%.
- ii. IT Updates, Uploads to canvas is getting better and better, the uploads of fall will begin this week. The IT kickoff of the first round of viewing the dashboard and details for the exchange testing is scheduled for this Thursday. This will be the first peek of how the exchange will take place. Mike stated that he received a 5 day flow chart of how the details of this works. (Laughter about a 5 page flow chart.) This is good News from Mike's perspective. In approximately two weeks IT will come back to us to share what they discovered and for any questions regarding how this will work.
 - a. Action: Gwen - MOU resend to team, Mike will point out his IT caveats to the MOU prior to it being sent forward for the signing by top administration.
- iii. Verisign update, Gwen gave an update see above for details from review of last weeks minutes.
- iv. Online Tutoring Updates, nothing to report this week. However, Gwen shared that she presented informally an idea about developing Online Testing using Proctorio

through our Testing Center. There were mixed opinions. However, there were concerns that we expect faculty to manage their own testing in Face to Face courses so why would we provide support for online faculty/courses. Gwen shared that she is discussing with leadership how Distance Ed differs from face to face and for us to expand our online offerings fully online concerns such as test proctoring would be on the consideration list for addressing.

- v. Financial Aid Updates, Rupinder noted there still has not been a meeting. Gwen will follow up with Bonnie from OEI again.
- vi. Counseling Updates, No reports from counseling. Gwen following up with Bonnie and the VP of student services about the concerns regarding cranium café functioning and the training to resume. Also time for counselors to be trained for online counseling.
- vii. Update on summer and fall canvas courses and reporting to Data Techs.
 - a. No news for summer all the same.
 - b. Fall, 62 sections for fall for Ventura, in canvas. 61 sections in canvas at Moorpark, and 32 at Oxnard. Marc is holding off somewhat on uploading fall semesters. More are probably coming on board but have not returned emails confirming. Many are converting all courses they teach online.
 - c. Rupinder commented that an English instructor that she met with at Moorpark stated that students are struggling with Canvas in use of Chrome. Marc said Canvas worked with all browsers, Matt said Firefox seems to be the most compatible. Discussion took place about why some platforms are working better than others. Matt said we don't have consensus about the server platform to state this as a best practice.
 - d. The Proctorio service does require the use of Chrome platform.
- viii. Update on current Canvas course,
 - a. 4th week 60 people completed, 25 are almost done. 10 to 15 asked for more time.
 - b. Won't be offering a course in July. With the amount of completers seeking to launch. Action: Gwen will share this news with the Dean's meeting later that day and seek their feedback. (Follow up, Gwen did bring this up at the Dean's meeting and the feedback was in agreement to not have another course for online faculty training until late September or October. But it would be good to offer two in Fall to meet the goal for all current online instructors at VC to be teaching in Canvas beginning Spring 2017. Gwen shared with the Dean's and VP group the timeline for converting from D2L to Canvas as a district.
 - c. Gwen gave update on new technologist designer hire too. She will be meeting at District on Wednesday morning to prepare the hiring to go out for

advertising. Matt suggested we specifically advertise at any university with Masters programs in online Technology/Design such as San Diego CSU and CSUN. Gwen agreed to discuss this with District in her meeting. Follow up, Gwen did a web search for such schools and noted that mostly online private for profit schools came up on the top 25 list. More research will be conducted prior to advertising. However, ideas are welcomed from this team.

- ix. ADA Updates, no new updates at this time.
- x. District wide communications updates
 - a. Board Study Session June 21, 2016, Gwen gave an update about her attendance by invitation of the Chancellor for the board meeting study session on June 21. The meeting did not get to the distance ed component but Gwen did chat with the Chancellor and Vice Chancellor about key services needed for expanding DE in our district. She will be addressing this further by offering a sample strategic plan for consideration. More on this later.
- xi. Other topics?
 - a. MOU sign off Gwen will work with Mike on adding caveats and resend the MOU to all today. Follow up all were sent the MOU latest Draft around 5:30 p.m. today. All are welcome to add their thoughts regarding any caveat additions for the MOU. Gwen will wait until all return from holiday to send forward for signatures.
 - b. **No meeting next week. Many of us will be out for the holiday week.**