



Modesto Junior College  
Distance Ed Committee  
Meeting Minutes  
March 2, 2015

**Present:** Amy Duffy, Brenda Thames, Cheryl Chavez, Claudia Mery, Eva Mo, Iris Carroll, Joshua Sigman, Mary Silva, Michael Smedshammer

**Absent:** Brian Demoss, Jenni Abbott, Shelley Circle, Susan Kincade, Letitia Miller, Shirley Miranda

**Recorder:** Cheryl Chavez

### **STANDING ITEMS**

**1. Welcome New Member, Milan Motroni!**

Milan was welcomed to the committee.

**2. Agenda Approval**

The agenda was approved by consensus of the group.

**3. Review Minutes of Previous Meeting**

The minutes were approved by consensus of the group.

**4. Reports on Action Items from Previous Meeting**

- **Create a DSPS Compliance checklist and send it out to our listserv. (Claudia, with help from Mike)**

Mike will follow up with Claudia Mery.

### **Action Item:**

**Who:** Mike

**What:** Will follow up with Claudia Mery about the DSPS compliance checklist to send out to our listserv

- **Brown Bag Lunch Series. (Mike)**  
Mike isn't sure if the Brown Bag Lunch Series will happen after all. Mike mentioned that he may have one regarding Canvas.
- **@One Online Certification Program to the Faculty DE Website (Joshua)**  
Done in January.
- **Consider how to contribute to 3<sup>rd</sup> Annual Summer Academy. (Mike)**  
Mike is seeking out people to speak at the academy.
- **Share with us the LMS decision from the OEI team. (Mike)**  
Although an email had been sent out about the decision, Mike recapped that the OEI team chose Canvas. Mike shared with us that he used it in 2012 for an English course.

Mike explained that our contract expires with Blackboard this month. He states that we're in negotiations with Blackboard. We may be with them for about another year. Mike informed us that it may be awhile before we completely switch over.

## **AREA I: Student Support**

### **5. Student Equity Plan Update (Brenda)**

Brenda informed us that they received an extension until the end of the year to spend the money that they have. Brenda informed the group that there are a couple teams that will be attending events. One goal is to be a part of Achieving The Dream. It's a network that gives access to limited resources. She expects to hear an answer from them in April. If approved, our college would be given a team of coaches.

Brenda also mentioned some stats. She said stats weren't broken down. Mike would like to look at the numbers.

Mike mentioned that Pat James spoke at the OEI Summit the possibility of students having to answer why the student is dropping a course before they can be dropped.

#### **Action Item:**

**Who:** Mike/Brenda T.

**What:** Will check Nora's availability to see the data.

## **AREA II: Faculty Support**

### **6. Online Instruction Cohorts update (Mike)**

Mike shared with the group that the cohort group is going well. There are a couple people that finished the first course. He also mentioned that some of the part timers have been getting job offerings since being part of the cohorts.

Mike is also working on a summer refresher in May for faculty that went through Jim's course.

### **7. DE Summer Academy (furniture) (Mike)**

Mike had been informed that in the Morris building that there was some furniture in the office. That included a 70 inch television as well as some furniture. Mike thought that we could use it here in the basement.

Mike asked the committee when the academy should be held. After some discussion Mike will plan to have it scheduled on May 20<sup>th</sup> from 10 am-2 pm.

#### **Action Item:**

**Who:** Mike

**What:** Will check on the funding for lunch during the academy.

## **8. Online Ed Regional Meeting (Mike)**

Mike shared with us a link regarding a meeting that will be held on Friday, March 20<sup>th</sup> at the College of San Mateo in Northern California. There is another one scheduled in Southern California as well. It is a free event.

## **9. Online Teaching Conference 2015, San Diego (Mike)**

The conference will be June 18<sup>th</sup>-June 19<sup>th</sup> at the San Diego Convention Center. Last year, a few faculty were able to attend.

### **Action Item:**

**Who:** Mike

**What:** Follow up on plans for the OTC in San Diego. He will also check the agenda to see if the workshops include equity.

## **AREA III: Technology and Infrastructure**

### **10. Blackboard Updates (Mike)**

Mike reminded us that in May, the archiving of shells older than two years will be done. Mike also mentioned service pack (SP) 15 being released in May. Mike also mentioned that since our Blackboard contract expires this month, the District is currently negotiating with Blackboard about storage. Mike also mentioned that whichever LMS we will have it will have universal shells. Mike also stated that we'll likely be staying with Blackboard for at least another year.

### **11. OEI Update <http://ccconlineed.org/> (Mike)**

Mike announced that the CMS is Canvas. Mike showed the committee the course he taught in 2012

### **Action Item:**

**Who:** Mike

**What:** Will try to get Susan Kerr to give a presentation of her demo course in Canvas.

## **AREA IV: Governance, Guidelines and Budget**

### **12. DE Program Review (Mike)**

Mike stated that he will talk with James Todd, Kathleen Ennis, and Al Alt.

### **~~13. Grant Update (Jenni)~~**

### **14. Senate Rep (Eva, Leslie, Iris, Mary)**

Eva reported that Nancy Sill is pulling data on success rates. She is also getting data from Allen Boyer from colleges. Eva states that members are exhausted. She's wondering how to move format forward. Currently a lot of work is involved.

### **15. Large class provisions online subcommittee update (Eva)**

Eva reported that we can't combine courses like before.

**16. College Council (Mike)**

Mike reported that Dave White, a CEO from the Stanislaus Economic Development and Workforce Alliance spoke with the Council about trying to attract "The Creative Class" (under 30 professionals and entrepreneurs) to the area.

**17. Committee Membership Review (Mike)**

Mike had a list displayed on the projector to show the committee the list of committee members. Some of the changes that were made included having Leslie under Academic Senate, the removal of Carol Ellis, and the spelling correction of Iris Carroll's name.

**18. Scheduling Future Meetings (Mike)**

Mike believes that we may need to reschedule meetings in the future.

**Action Item:**

**Who:** Mike

**What:** Create a Doodle Poll before the next meeting.

**20. Items for next Agenda (Mike)**

Meeting adjourned at 4:31 pm.

**Next Meeting: April 6, 2015, 2:30 – 4:30 p.m., LB 10**