



Academic Senate for California Community Colleges

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ASCCC Online Education Committee Minutes

January 27, 2017

10:00AM-2:00PM

Moreno Valley College

Membership:

Stephanie Curry, Reedley College	Stephanie.curry@reedleycollege.edu
X Mark Fields, El Camino College	mfields@elcamino.edu
X LaTonya Parker, Moreno Valley College	LaTonya.Parker@mvc.edu
X John Stankas, ASCCC Vice President	jstankas@valleycollege.edu
X Conan McKay, Rep at Large ASCCC, Chair	cmckay@mendocino.edu
Guest: Julian Stankas	

Charge:

The Online Education Committee informs and makes recommendations to the Academic Senate Executive Committee and the faculty regarding policies and practices in online education and educational technology. The Committee supports quality online education and the effective use of educational technology by researching issues, writing background and position papers, and making presentations at plenary sessions and other events as needed. When appropriate, the Committee interacts with Senate standing committees, advocates for policies, and proposes resolutions.

1. Plenary Session Breakouts – LaTonya is going to Plenary, Mark is going to check with college
 - a. Canvass
 - i. Plagiarism (Verasite)
 - ii. Proctoring
 - iii. Roll-Out and PD for Faculty
 - b. OEI, @ONE, Updates
 - i. Rubric Updates
 - c. Effective Practices in Online Education **
 - i. Voice Recordings Feedback
 - ii. Direction to OEI Academic Integrity
 - d. Accessibility **
 - i. What is 508 and ADA Compliant
 - ii. What is the Office of Civil Rights
 - iii. Use Jayme Johnson OEI
2. Resolutions
 - a. Using Cost Savings from statewide adoption of Canvass to support PD of faculty transitioning to Canvass and faculty interested in training to become online education instructors (Improve 12.04 FA14)
Possible Whereas about need for faculty training on Accessibility
LaTonya can carry this resolution
3. Effective Practices in Online Education – Refer to attached outline for Assignments
A resource document and reflection of current standards
4. Next Meetings by CCC-Confer and Due Dates
 - a. Rough Draft Due (to Conan): March 10, CCC-Confer March 16 afternoon
 - b. Revisions Due (to Conan): March 31, CCC-Confer April 7
 - c. Final Draft: (John & Conan) April 14, Plenary Meeting April 19
 - d. Send to Exec for May/June First Reading
5. Adjourn

Working Title: Effective Practices in Online Education
ASCCC Exec Approved 11/30/16

1. Intro **Conan**
2. Effective Practices for Online Education **Mark**
 - a. Regular, Substantive and Effective Student Contact
 - i. Faculty
 - ii. Students
 - b. Problem Based Learning
 - c. Personalizing/humanizing the Online Course
 - i. Pictures, Videos
 - ii. Podcast
 - iii. Social Media
 - d. Effective Ways to Evaluate online Teaching.
3. Student Support Services/Instructional Support **LaTonya**
 - a. What should be available for the Student
 - i. Library, Counseling
 - ii. Helpdesk/Technical Assistance
 - iii. Online Tutoring
 1. Learning readiness
 - b. Proctoring of Tests
 - i. Authentication
 - ii. Online vs in person
4. Accessibility **Stephanie**
 - a. Federal Law/Office of Civil Rights
 - b. Basics of 508 Compliance
 - i. Closed Caption
 - ii. Alt Tag
 - iii. Headers
 - c. Federal Law
 - i. 508 Compliance
 1. Closed Caption
 2. Alt Tag
 3. Description of Pictures
 - d. State Law
 - i. Education Code
 - ii. Title 5
 - e. Chancellor's Office Guidelines
 - f. Accreditation
 - i. Can a program be offered fully online (both positive/negative)
 - ii. Regular Effective Contact
5. Curriculum **Conan**
 - a. Course Design
 - i. OEI Course Design Rubric
 - ii. Pedagogical Soundness
 - iii. Should this class be offered online
 - b. Distance Education Committee
 - i. DE Addendum
 - ii. Other Local Requirements for Approval
 - iii. Accessibility Review
 - iv. Appropriate Instructional Delivery Method
6. Instructional Technology **Conan**
 - a. Canvas and other LMS
 - i. What elements should be available in the LMS you are using
 - ii. OEI
7. Conclusion