Distance Education Advisory Group Meeting Agenda/Summary

November 10, 2021

Updates
- DE Addendum
  - Reviewed latest update
- Regular Effective Contact Policy
  - Submitted to Academic Senate 9/28/21
  - Was up for 1st Read 10/26, but upcoming changes to verbiage of Title V required a request to wait until after ratification.
  - Will update after finalization and bring back to DE Advisory Group – expect it to go to AS in February

Training Requirements for Synchronous Modalities
  - Faculty concerns at AS
    - OTC Time requirements
    - Compensation
  - Determined we will send send information to AS Representatives and Department Chairs
  - Assure all know that DE Advisory Group is available for individual and department discussions

DE Addendum
- **Updates required for new DE modalities and clarity**
  - Worked on and finalized the DE Addendum to include all asynchronous and synchronous modalities. Recommended proposal to CIC attached.

Regular Effective Contact Policy
- Submitted to Academic Senate first read (9/28/21)
- Would like to delete out "Online Attendance and Drop Policy". This was an oversight and is SCC's policy. SAC 's "Absence/Non-Particiaption/Drop" is in the catalog and suggested syllabi verbiage is in our Recommended Course Outline Additions.
  - Electronic vote (carry over item) completed 10/7/21 and submitted updated policy to Academic Senate.

Educational Multimedia Studies
- DE Advisory Group – made public comment at Academic Senate
- CIC has asked if the DE Advisory Group would like to make a public comment at CIC, 11/29. Dr. Lamb will be discussing/presenting the reorganization.
  - Determined to create a stated public comment

"Live Online Teaching" Course
- It's ready – determined to make it available for faculty to take in January, pre-PD Week

DE Strategic Plan
- Reviewed/Revised DE Program Learning Outcomes
  - **A. Distance Education students will be able to demonstrate knowledge of the successful online learner skill-set.**
    - All Online Degree Pathway students will demonstrate knowledge of the online readiness skill-set with a required completion of the SAC - Quest for Online Success Orientation.

- Distance Education students will demonstrate knowledge of the online readiness skill-set by completion of the SAC - Quest for Online Success Orientation when required by their instructor.
  - Measurement: Successful completion of the SAC - Quest for Online Success Orientation
- **B. Distance Education students will experience engaging and dynamic online instruction.**
  - Distance Education courses will have similar, or better, course retention/success than that of our classroom instruction.
    - Measurement: District Research/SAC reports – Distance Education and Traditional course comparisons
  - Distance Education faculty will be required to complete the Online Teaching Certification requirements of the college and maintain professional development to meet evolving online teaching best practices.
    - Measurement: Successful completion of the Online Teaching Certification prior to online/hybrid instruction and on-going professional development
  - Students utilize effective learning tools to assist them in completion of their coursework.
    - Measurement: DE Student survey results and District Research/SAC reports