

Distance Education Advisory Group Meeting Agenda/Summary

February 9, 2022

- **DISCUSS: Training Requirements for Synchronous modalities**
 - From December Meeting Notes
 - SCC will let MOU expire at end of summer and require OTC for all DE
 - MOU
 - Defines Distance Education and includes Remote Live
 - Extends RIC for RL through summer, then reverts to DE training requirements
 - [Resolution: S13-01 Includes Distance Education definition](#)
 - Discuss requirement of training with AS President
 - Distance Education is any instructional modality taught at a distance, with the exception of Correspondence Education (e.g. telecourses). According to [CA Department of Education](#), [CCC](#), and [ACCJC](#), this includes synchronous and asynchronous instruction.
 - DE Advisory Group concerns are to provide faculty with high quality training to provide the best possible instruction for students. This would be the OTC for all DE modalities.
 - AS attendees were Jim Isbell, Claire Coyne, Roy Shahbazian, Amberly Chamberlain
 - Concerns:
 - Part-time instructors and time requirements
 - SCC differences
 - Online Live course required for synchronous teaching for OTC faculty

“Live Online Teaching” Course

- Missed January date. Will ask ITS again to enroll all faculty.

Canvas module for Department

- Suggest use of Canvas module housed in Canvas Commons to be imported into faculty courseshells.
- Department modules may consist of information about the department, certificates or degree offerings.
- [Child Development Example](#) – search on “SAC CDES Information Module”

DE Strategic Plan

- Thank you for Intersession work/updates to Jodi Coffman, Michelle Kimmel, Jose Lopez Mercedes, Christa Solheid
- Will be sending out to DE Advisory Group for review prior to March meeting’s discussion

Next Projects

- DE Faculty Handbook
- Spring Student Survey
- Spring Faculty Survey

Spring 2022 Meeting Dates:

- February 9
- March 9
- April 13
- May 11