



Santa Ana College  
Distance Education Advisory Group  
Minutes – December 3, 2014

To: Distribution  
From: Cherylee Kushida, Chair, Distance Education Advisory Group

**District Mission:** The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.

**College Mission:** The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

**Distance Education Mission:** Our mission in Distance Education at Santa Ana College is to provide our students and faculty with the highest quality distance education program. We accomplish this mission by assuring that coursework for our students provides the depth and breadth of a quality post-secondary degree education while insuring the use of leading edge technology and excellence in teaching.

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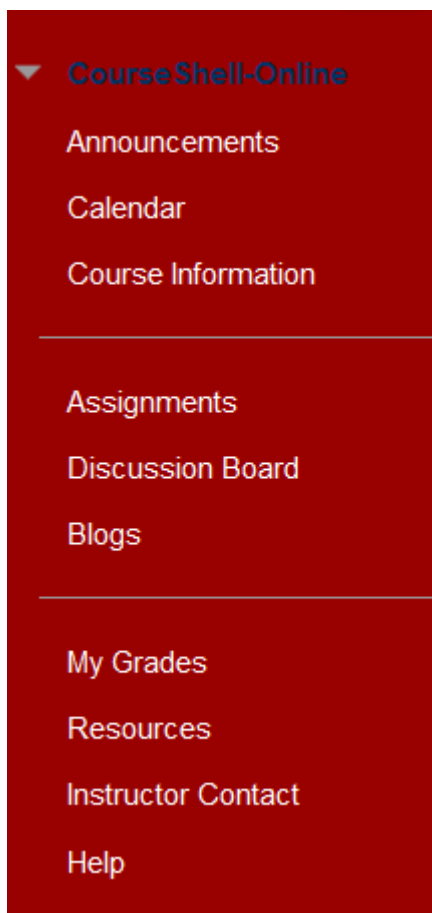
Members Present: Jodi Coffman, Crystal Jenkins, Cherylee Kushida, Rick Manzano, John Ross, Jr., Dennis Sadler, Roy Shahbazian

Topics:

- Online Teaching Certification
  - 12-week certification for our Online Teaching Certificate. Each week is 10 hours for a total of 120 hours. It is broken down as follows:

Module	Weeks/Hours	Credit (Units)
New Technologies	3/30	.625
Online Teaching and Pedagogy	3/30	.625
Effective and Engaging Techniques	2/20	.417
Assessment Methods	2/20	.417
Capstone – Online Course Creation & Review	2/20	.416
<b>TOTAL</b>	<b>12/120</b>	<b>2.5</b>

- Need for new @ONE Certification faculty to take Module I
- Online Degree Pathway
  - Draft template was discussed.
    - It was felt that most faculty should be able to have unit/module learning modules or folders within the "Assignments", or similar, menu item.
  - Distance Education and Mentors will work with faculty to assist them in moving to this format.
  - Will aim to make these changes for Spring 2015 courses, definitely for Fall 2015.



- Pathway Orientation
  - Pathway Orientations is planned for the Monday of Flexweek (4:00 – 6:00pm), for Spring 2015, it will be on **February 2<sup>nd</sup>** Mark your calendars!



- Survey Results (1<sup>st</sup> 8-week Pathway students):
  - Students liked the idea of having returning pathway students discuss/advise new students and faculty in the upcoming semester present the key takeaway for students to prepare for their course.

- They wanted spring semester faculty in the pathway (approx. 12 faculty, 4 per pathway) to be present and to say what their expectations of the students were for their course.
- CSUF advisor time, both group and 1:1 was also of great interest to the students
- Math for Pathway
  - Automated Math Assessment program for placement – Roy will plan to combine the current identify steps. The department did not want other changes at this time.
  - “Refresher” (to help refresh students between semester Math courses)
    - Roy will look into the possibilities of working on a Math 84 refresher self-paced online module. Will aim for usage sometime during Spring 2015 for summer course preparation.
    - Math 084 will be offered online in Fall 2015
- Faculty Mentors
  - Requested Mentors from Advisory Group for Spring – Crystal and John expressed interest
- Spring Meeting Schedule
  - Most faculty were able to attend the Wednesday 11:30am – 1:00pm time.
  - Cherylee will send an email regarding best dates... if we should alternate with Friday am – it would need to be early to accommodate Fri classes for some members.

Members:

Jodi Coffman

Ray Hicks

Crystal Jenkins

Elliott Jones

Cherylee Kushida

Rick Manzano

John Ross Jr.

Dennis Sadler

Roy Shahbazian

cc: Omar Torres