



Santa Ana College  
Distance Education Advisory Group  
Minutes - February 16, 2013

To: Distribution

From: Cherylee Kushida, Chair, Distance Education Advisory Group

**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.

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.

Members Present: Jodi Coffman, Crystal Jenkins, Cherylee Kushida, John Ross Jr.

Topics:

- Reviewed MSJC's Regular Effective Contact Policy - we discussed and liked their handling of having Curriculum Committee Approval, for Dean referral of right of assignment for DE courses. Will choose not to bring through FARSCCD.
- Reviewed the attached AP4105 for DE template. It is what the attached Grossmont-Cuyamaca's policy is based on. We appreciated the choices of student verification and would want to retain as stated.
- Cherylee is waiting to hear back from the State Chancellor's office regarding an additional student charge for verification.
- Discussed the new timeline - will review with Linda - to see if having one cohort for the Fall 2014 academic year will be sufficient. Discussion concerns were based on reaction time needed for program/course updates without the one semester break of a new cohort.
- Discussed the updated Online Teaching Certification Policy (see attached) - made some updates. We will revisit at our next meeting. Suggestion of a DE Review committee was well -received (faculty). Suggestion of a DE Review "Checklist" for Deans/Review committee.
- Need to discuss with Ray - on FARSCCD involvement (?)
- Looked at revised Plan B for Business Pathway - need to discuss # of students maximum with English
- March Workshop Volunteers:
  - Bb Basics (3/01 8:00 - 9:30am) John and Jodi (?)
  - Bb Grade Center (3/01 9:45 - 10:45) Dennis
  - Bb Assessments (3/01, 11am - noon) Elliott
  - Bb Groups (3/15, 1:30 - 2:45) Crystal
  - Bb Interactive Tools (3/15, 3:00 - 4:30pm) Crystal
  - I will re-publicize closer to March and will let you know enrollment counts.
- SLOs - Ugh. Back to the drawing board for me. - we will review at the next meeting!

Next Meeting: **March 8th, Fri, 9:00 - 10:30am**

Preliminary Agenda:

- Review detail and changes for Regular Effective Contact
- Review Online Teaching Certification Policy
- Review SLOs
- Brain Storm for Cohort Sources

Thank you - you are all much appreciated!

Members:

Jodi Coffman

Ray Hicks

Crystal Jenkins

Elliott Jones

Cherylee Kushida

Rick Manzano

Linda Rose

John Ross Jr.

Dennis Sadler

cc:

Marta Barker