



Santa Ana College  
Distance Education Advisory Group  
Minutes – September 10, 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: Ray Hicks, Elliott Jones, Cherylee Kushida, Rick Manzano, Dennis Sadler

Topics:

- DE Course Review
  - Determined review criteria of:
    - Regular Effective Contact
    - ADA Compliance
    - DE, not CE (multiple scored activities, not-self-paced)
  - Notify faculty directly – ask for changes within a few days
- Online Degree Pathway
  - Enrollment (26)
  - Accepting 2<sup>nd</sup> 8-week and Spring enrollments
  - Ed Plan approval process – being helped through this with Pathway Counselors.
    - Sending transcripts and preparing students to make appointments
    - Receiving electronic course approvals to enroll
  - Sources for students outside of SAC
    - Most are CSUF referrals
    - Need to find students outside of our SAC area.
      - Work with Web Marketing consultant to maximize website and search attributes
  - Math Prep options
    - Roy is working on a great online Math decision program to help students determine which placement test to take, plus review problems.
  - Need to track Pathway students
- Online Teaching Certification
  - Status – Fall 2015 completes all existing DE faculty – YAY!
    - 79 Completions, 5 In Progress, 23 Fall 2014 Enrolled
  - Next steps
    - Spring – still request enrollments from Chairs/Deans directly
- Faculty Bb Training
  - Advisory group discussed the need for faculty to still have face-to-face offerings, and have the Online training. Great flex options.
- Faculty Mentors
  - Discussed need for faculty mentors to provide guidance and Quality Assurance.
  - Suggested rates were \$250/mentoree

