



**ANTELOPE VALLEY COLLEGE
DISTANCE EDUCATION AND TECHNOLOGY COMMITTEE
AGENDA
February 24, 2015
3:30 p.m. to 4:30 p.m.
L 201**

To conform to the open meeting act, the public may attend open sessions

1. CALL TO ORDER AND ROLL CALL
2. OPENING COMMENTS FROM THE CHAIRS
3. OPEN COMMENTS FROM THE PUBLIC
4. APPROVAL OF MINUTES
 - a. October 28, DETC Meeting (attachment)
5. DISCUSSION ITEMS
 - a. Online Education Initiative (OEI)
6. ACTION ITEMS
7. ANNOUNCEMENTS
8. ADJOURNMENT

NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.



**ANTELOPE VALLEY COLLEGE
DISTANCE EDUCATION AND TECHNOLOGY COMMITTEE
MINUTES
February 24, 2015
3:30 p.m. to 4:30 p.m.
L 201**

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1. **CALL TO ORDER AND ROLL CALL**

The Distance Education and Technology Committee (DETC) of February 24, 2015 was called to order at 3:31 p.m. by Dr. Nancy Bednar and Dr. Charlotte Forte-Parnell, Co-chairs.

MEMBERS PRESENT		
Dr. Nancy Bednar	Scott Lee	Angela Shaheen
Dr. Charlotte Forte-Parnell	Candice Martin	Rick Shaw
Diane Flores-Kagan	Ron Mumshaw	Jayme Star
Greg Krynen	Dr. Tom O'Neil	John Toth
Candice Martin	Ken Sawicki	
MEMBERS ABSENT		
Walter Briggs	Scott Tuss	Tristan Schnidermeit
GUESTS/EX-OFFICIO		
Bill Bullers	Mike Wilmes	

2. **OPENING COMMENTS FROM THE CHAIRS**

3. **OPEN COMMENTS FROM THE PUBLIC**

- Dr. Bednar reported that President Knudson will determine if the new Regular Effective Contact Policy will be a board policy or administrative policy. The new policy must be in place before the accreditation visit.
- Mr. Mike Wilmes addressed the storage issue with Blackboard and going over the allotted amount. Users must be mindful of how much they are storing in shells, and make other storage available to students (AVC online).
- Dr. Charlotte Forte-Parnell thanked Mr. Wilmes and Mr. Greg Krynen for getting classes up and running in OEI.

4. **APPROVAL OF MINUTES**

- a. October 28, DETC Meeting (attachment)
*A motion was made and seconded to approve the minutes of the October 28, 2014 DETC meeting.
 Motion carried.*

5. **DISCUSSION ITEMS**

- a. Online Education Initiative (OEI)
 Dr. Nancy Bednar and Dr. Charlotte Forte-Parnell attended the OEI Academy last weekend in San Diego. Dr. Bednar discussed the OEI readiness module and asked members to explore by entering as students.

Dr. Bednar discussed the selectin of Canvas for the upcoming course management system. The Antelope Valley College (AVC) contract with Blackboard ends in August 2017. Instructional designers will help with the transition to Canvas. Mr. Rick Shaw will learn more about Canvas at the upcoming OEI conference in March 2015.

Dr. Parnell discussed the Tutoring Contract – LinkSystems, that was signed over the holidays. With the exception of Barstow, the eight (8) pilot campuses have subject matter experts with a minimum of a bachelor’s degree. Faculty can share course materials that are government regulation compliant (FERPA & accessibility HTML5 screen reader friendly). Live tutoring is available 80 hours per week. Question drop off has a 24-hour turnaround; paper essay review had a 48 hour expectation for all subjects. Paperwork loads into CMS in a single sign-on. Both English and Spanish customer support with live telephone support is available from 9:00 a.m. – 9:00 p.m. EST, and 6:00 a.m. – 6:00 p.m. PST.

Dr. Parnell explained AVC will be able to purchase whatever is needed to fill the current gaps, at a consortium rate, with costs to be determined.

Dr. Bednar reiterated faculty must be well-trained, and that an acceptable use policy should be in place.

Mr. Greg Krynen stated he can teach faculty how to create closed captioned videos.

6. ACTION ITEMS

7. ANNOUNCEMENTS

- An upcoming Online Teacher’s Conference will be held June 17 – 19, 2015 in San Diego.
- An online education regional meeting sponsored by the Academic Senate and the Chancellor’s office will be held March 21, 2015 at San Antonio College.
- There will be an ACTLA conference in San Francisco either March 21, 2015 or April 1, 2015.

8. ADJOURNMENT

The Distance Education and Technology Committee meeting of February 24, 2015 was adjourned at 4:27 p.m. by Dr. Nancy Bednar and Dr. Charlotte Forte-Parnell, Co-chairs.

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Approved: March 10, 2015 Distance Education & Technology Committee Meeting