ANTELOPE VALLEY COLLEGE
DISTANCE EDUCATION AND TECHNOLOGY COMMITTEE
AGENDA
April 8, 2014
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. Minutes - March 25, 2014 DETC Meeting - attachment

5. DISCUSSION ITEMS
   a. SAN Migration – Rick Shaw
   b. Wi-Fi – Rick Shaw
   c. SORT Readiness Tool Report – Priscilla Jenison, Diane Flores-Kagan, Megan Turrill
   d. Online Training – Dr. Nancy Bednar

6. ACTION ITEMS
   a. Regular & Effective Contact Policy

7. ANNOUNCEMENTS

8. ADJOURNMENT

ANTELOPE VALLEY COLLEGE
DISTANCE EDUCATION AND TECHNOLOGY COMMITTEE
MINUTES
April 8, 2014
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
   The Distance Education and Technology Committee meeting of April 8, 2014, was called to order by Dr. Nancy Bednar, Co-Chair.

   A motion was made and seconded to remove the Action Item: Regular & Effective Contact Police. Motion carried.

2. OPENING COMMENTS FROM THE CHAIRS

   - Dr. Bednar reported she will be presenting the Distance Education and Technology Committee Report at the April 17, 2014 Academic Senate meeting.

3. OPEN COMMENTS FROM THE PUBLIC
   - Dr. Scott Lee reported due to the change in the Senate Constitution, the library will no longer have Senate representation. The division asked Dr. Ed Beyer, Academic Senate President for an amendment, but have not received a response.

   - Mr. Mike Wilmes suggested consideration of a Blackboard update for the 2014-2015 academic year. Dr. Bednar stated discussion will be made at the April 22, 2014 meeting. Mr. John Toth will discuss with the Union. Mike Wilmes will discuss with Mr. Rick Shaw.

   - Mr. Mike Wilmes suggested the committee tour the data center to see the technology and gain a better understanding of operations behind the scenes. It was suggested the tour take place the first DETC meeting of the 2014-2015 academic year. Dr. Bednar will discuss with Dr. Charlotte Forte-Parnell, and discuss at the April 22, 2014 meeting.

4. APPROVAL OF MINUTES
   a. Minutes - March 25, 2014 DETC Meeting – attachment
   A motion was made and seconded to approve the minutes of the March 25, 2014 meeting. Motion carried with 2 abstentions.

5. DISCUSSION ITEMS
   a. SAN Migration – Rick Shaw (absent)
   Mr. Rick Shaw was absent, therefore unable to lead discussion regarding SAN Migration. Dr. Bednar explained the Antelope Valley College (AVC) main computer system is housed on the Lancaster campus, with a 2nd system housed on the Palmdale campus. As recommended by the Chancellor, Mr. Shaw is working on securing space at San Joaquin Delta College to store data, as part of the disaster recovery plan should a catastrophic event occur.

   Mr. Mike Wilmes explained Information Technology (IT) is driving the disaster setup, but currently the institution does not have a disaster resumption plan. AVC does not have what is needed to bring systems up from zero to normal, and more discussion is necessary campuswide to determine what is needed in the event of major system loss. A plan of what to bring up, order and what hardware to have in place to maintain minimal systems are operational must be made, in order to migrate to the more critical ones.

Approved: Distance Education & Technology Committee Meeting of April 22, 2014

b. Wi-Fi – Rick Shaw
In Mr. Shaw's absence, Dr. Bednar suggested members look at the AVC website and scroll through banner, to see what areas are now Wi-Fi accessible and which are coming soon. The Wi-Fi project is expected to be completed by the end of June 2014. Mr. Mike Wilmes added the map has indicators of access points.

c. SORT Readiness Tool Report – Priscilla Jenison, Diane Flores-Kagan, Megan Turrill
Ms. Priscilla Jenison stated the SORT sub-committee will report at the April 23, 2014 meeting.

d. Online Training – Dr. Nancy Bednar
Dr. Bednar reported the online training project using the San Diego Community College District program needs considerable work before it can be implemented.

Mr. Mike Wilmes addressed the critical need of an instructional designer. He suggested a draft resolution for discussion at the April 22, 2014 meeting, addressed to the President, currently representing the Vice President of Academic Affairs.

Members again addressed the need for online resources for students and faculty. It was noted students will not take an online resource course unless required. Dr. Bednar advised members to speak to constituent groups to identify what students need to become more successful.

6. ACTION ITEMS
a. Regular & Effective Contact Policy – Item removed.

7. ANNOUNCEMENTS

8. ADJOURNMENT
The Distance Education & Technology Committee meeting of April 8, 2014, was adjourned at 4:26 p.m. by Dr. Nancy Bednar, Co-Chair.

MEMBERS PRESENT		
Dr. Nancy Bednar	Dr. Scott Lee	Jayme Star
Walter Briggs	Ron Mummaw	John Toth
Priscilla Jenison	Ken Sawicki	Megan Turrill, ASO
MEMBERS ABSENT		
Diane Flores-Kagan	Greg Krynen	Dr. Charlotte Forte-Parnell
Charles Hood	Dr. Tom O'Neil	Rick Shaw Scott Tuss
GUESTS		
Mike Wilmes	Angela Shaheen	

Approved: Distance Education & Technology Committee Meeting of April 22, 2014