

OXNARD COLLEGE MISSION STATEMENT

Oxnard College is a learning-centered institution that embraces academic excellence by providing multiple pathways to student success.

DISTANCE EDUCATION COMMITTEE

Authority

The Committee is recommended by staff and approved by the President. The Committee is a subcommittee of the Curriculum Committee and is advisory to the Vice President of Academic Affairs and Student Learning of Oxnard College.

Purpose

The Distance Education Committee exists to meet the instructional, communication, computing and research needs of the students, and faculty of Oxnard College. The mission of the Committee is to focus on the delivery of distance education and its environment be it web-enhanced courses to fully online, and to take a proactive leadership role on educational, technological and professional development issues surrounding distance education.

Goals

- To provide a collaborative venue for shared leadership determining the distance education needs of the College to sustain teaching and information management.
- To plan for the incorporation of various technologies in the teaching and learning activities at the College.
- To advise the College and individuals about technological matters pertaining to teaching and learning and information management specific for distance education courses.
- To help in establishing policies and procedures that can sustain and manage the existing distance education infrastructure and delivery.
- To author, revise, and oversee the College's Distance Education Master Plan.
- To review, advise, and approve all distance education appendix forms for the Curriculum Committee.
- To advise the Curriculum Committee and other shared governance committees on all distance education issues.



Oxnard College DISTANCE EDUCATION COMMITTEE

**ORDER OF THE AGENDA
FOR THE MEETING OF
Thursday, February 2, 2017
2:00 p.m., Letters & Science Conference Room**

ACTION

- I. Call to Order & Welcome
- II. Adoption of the Agenda
- III. Approval of the December 1, 2016 Minutes
- IV. Distance Learning Course Presenter – Elissa Caruth
- V. Distance Learning Appendix Approval
GEOL R103L/MST R103L, MUS R116
- VI. Distance Learning Appendix Consent Agenda – None
- VII. Faculty Distance Education Endorsement (Canvas)
- VIII. Second Reading: Distance Education Handbook

INFORMATION/DISCUSSION

- IX. Transition from D2L to Canvas – D. Fuhrmann
 - A. Faculty access to D2L course shells post-transition
 - B. Important Accountability Lesson from City College of San Francisco
- X. Strategic Planning Steering Committee representative – A. Sandford
- XI. DE Summit Update – A. Sandford/A. Chelonis
 - A. Volunteer Sign Ups
- XII. Distance Education Plan Update – A. Sandford
- XIII. Publisher Content Overuse – A. Chelonis
- XIV. Open Educational Resources (OER) Conference report – A. Chelonis/A. Sandford
- XV. Distance Education Committee Webpage – A. Chelonis
- XVI. Distance Learning Appendix form on CurricUNET – K. Mendelsohn
- XVII. Canvas Update – A. Chelonis
- XVIII. Instructional Technology Advisory Committee (ITAC) Report
- XIX. New Business/Public Comment
- XX. Next meeting on March 2, 2017 at 2:00 pm
- XXI. Adjournment