

Oxnard College Mission Statement

Oxnard College promotes high quality teaching and learning that meet the needs of a diverse student population. As a multicultural, comprehensive institution of higher learning, Oxnard College works to empower and inspire students to succeed in their personal and educational goals and aspirations.

As a unique and accessible community resource, our mission is to provide and promote student learning:

- Transfer, occupational, and general education, second language acquisition, and basic skills development;
- Student services and programs;
- Educational partnerships and economic development; and
- Opportunities for lifelong learning.

Oxnard College intends to lead its community to fulfill its highest potential.

AUTHORITY

The Committee is recommended by staff and approved by the President. The Committee is appointed by and is advisory to the Executive Vice President of 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 or TV 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 as this committee goes forward in its establishment (not yet developed at the beginning of the committee's existence in Fall 2009)
- 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 ED COMMITTEE

Minutes FOR THE MEETING OF THE DISTANCE ED COMMITTEE April 7, 2011

2:30 P.M. in the LS Conference Room

Members Present

Bola King-Rushing, Kitty Merrill, Teresa Bonham, Christiane Mainzer, Bret Black, Diane Eberhardy

Welcome/Announcements – The meeting was called to order at 2:35pm.

Review of the Minutes – members were able to review online before the meeting

Agenda Items

1. The group reviewed and approved for second reading the DE appendices for:

- ACCT R001
- ACCT R002
- ACCT R003
- ACCT R101
- ACCT R102
- ACCT R103
- DMS R120
- DMS R121
- DMS R122
- DMS R13

- DMS R131

EXPECTED OUTCOMES

- A venue for the College community to discuss planning and resources related to issues involving distance education delivery, enhancement, and student success in the distance education environment.
- A completed Distance Education Plan.
- Appropriate policies and procedures regarding the acquisition, use, and maintenance of educational technology and information management systems in regarding to distance education delivery.
- A source of information for faculty, staff and management about available and appropriate educational technologies and information management systems in regard to distance education.
- A source of information to the college campus for professional development training for faculty teaching distance education, and for programs and projects that support students development and success in distance education.

Meeting Schedule (PLEASE REVISE TO ACCURATELY REFLECT MEETING DATES OF THE DISTANCE ED COMMITTEE)

~~9/2~~
~~10/7~~
~~11/4~~
~~12/2~~
2/3/11
3/3
4/7
5/5

- DMS R132
- DMS R133
- CAOT R122

2. DE Proposal –Teresa will seek out approval from Senate President Robert Cabral for the “Teaching Qualification” form. There is a possibility that Professional Development or money from the President’s discretionary funds will be able to support training for those faculty who want to teach web classes.
3. Teresa commented on how successful the “DE High-T”s have been so far this semester. Facilitating EAC students in online classes was presented in March with a very good turnout. Chris also discussed how Bola’s training workshops offered this semester have produced low attendance. How can we get more faculty on campus interested in attending these very valuable workshops.
4. Bola mentioned that this summer he will be developing a refurbished “D2L Tutorial” available to those faculty who would be interested in teaching web classes for the first time: “use D2L to learn how to teach on D2L.
5. Bola discussed the “Clicker” webinar that was viewed Thursday morning in the STEM Center. “I-Clicker” and its use in classes were presented by the University of Wisconsin. Dr. Herrera has written a budget into the STEM grant proposal for purchase of 183 “clickers” that could be used in the classroom. Under such a pilot program, these clickers could be loaned out to various instructors for use in their class. The idea is to eventually sell the whole campus on the idea of making these available in the bookstore for student purchase.
6. There was discussion on how we can raise awareness of the “AGILEGRAD” program at the college. Some time this summer, the president will allow campus wide access to the program. In the meantime we should be promoting it for classroom presentation by counselors from the Transfer Center.
7. Teresa commented on the “Distance Ed. Plan” and that she had requested a copy of the Moorpark College plan from the Academic Senate at M.C. She will present a draft in the fall for the committee to review and approve.

8. It was noted that Dean Marji Price will be the college DE coordinator. Teresa already filled out the required survey from the Community College State Chancellor’s office.

9. Kitty and Bola announced that the transfer of telecourses to “D2L” will begin some time in the near future. Dean Price is requesting a strategy for the transfer process. Kitty noted one of the benefits of converting would be a cost savings to the campus, the college is presently charged \$20 per student for taking a telecourse.

Meeting Adjourned at 3:35pm