OXNARD COLLEGE
DISTANCE ED COMMITTEE

MINUTES
FOR THE
MEETING OF THE DISTANCE ED COMMITTEE
February 2, 2012

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

Members Present
Teresa Bonham, Dean Marji Price, Bret Black, Bola King-Rushing, Elissa Caruth, Emma Waits, Ishita Edwards, Chris Mainzer and Candice Moss

Welcome/Announcements – The meeting was called to order at 2:32pm.

Review of the Minutes – Reviewed and approved the minutes from the December 1, 2011 meeting. Kitty motioned to approve, Chris 2nd the motion.

Action Item Follow-Up
Voted on the definitions of "online", "hybrid"and "web enhanced" as discussed at last meeting. Will forward to Curriculum for approval.

Agenda Items

1. Reviewed DE Appendices: SOC R106, ALS R101, ECON R100, ECON R101, ECON R102. Approved appendices, and some were approved with some slight changes. There was further discussion about a concern that all DE appendices sound the same. Should the DE appendix form be changed? It was also mentioned that the DE Appendix signatures imply that the appendix has been approved by respective department.

2. Committee members discussed whether the DE committee should become a participatory governance committee? What are the drawbacks? PT Governance Manual would dictate our existence.

3. Bola informed the committee that the posted list of qualified instructors to teach online is available at "SHARE POINT" under "Accreditation 2016". Also the list of approved DE appendices for courses that can be taught online is available

for viewing through "SHARE POINT" .

4. Certification of new instructors teaching online has been approved by Senate. Re-certification of existing online instructors has not been approved, needs to go forward to Senate.

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)**
~~9/1~~
~~10/6~~
~~11/3~~
~~12/1~~
2/2/12
3/1
4/5
5/3