**Distance Education Committee**

11/29/2018   12-1 PM         High Tech Center L-102

Attendees: Rechelle Mojica, Lou Ascione, Mike Charles, John Couture, Kats Gustafson, Scott Moller, Cheryl Reed, Chris Rodgers, Angela Romero, Trenton Tidwell

1.    Agenda Approval (Ascione motion, Mojica second)

2.    Minutes from last meeting are not available

3.    Committee Membership Change – Ascione advised of Academic Senate request to add members to DE Committee. Current membership is: Dean of PRIELT, 1 Classified, 4 Faculty, 3 of which are DE faculty, and 1, which is “other” faculty representative, and 1 Student Representative. Mojica moved to change the administrator member to “any administrator” and increase faculty members to 6 and drop the “DE/non-DE” designation. Romero seconded. Motion carried. Ascione will communicate that to CGC.

4.    Meeting Reports and Updates:

a.    Pilot update – deadline for comments is 11/30, then the DE plan will be communicated via DDesk and Academic Senate leadership; our 2-year adoption plan will encourage faculty use of the OEI rubric.

b.    Transition course – will resume in January, with the assistance of Dave Giberson

c.     Training institute – instructional designers (Chris and Trenton) may assist

d.    LTIs – Learning Tools Interoperability – LA county was recently sued for using a Pearson book that was alleged to lack accessibility; faculty will need to have LTIs approved for accessibility and installed in Canvas to use them

e.    SPACES (Social Presence Accessibility Collaboration Engagement for Students) will be an asynchronous, collaborative Canvas course that will offer a series of probably 5 trainings of about 1.5 hours each, to help faculty use Zoom, Snagit, etc. and earn flex credit for spring.

Next meeting: February 28, 2019 at noon