



Distance Education and Technology Committee Agenda	Tuesday, November 13, 2018 3:00 p.m. - 4:00 p.m., L-201
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Type of Meeting: Regular
Please Review/Bring: Agenda Packet

- Committee Members:**
 Perry Jehlicka, Faculty Co-Chair
 Greg Bormann, VPAA Co-Chair Designee
 Administrative Council – *VACANT*
 Stephanie Mattila, Counseling Faculty Representative
 Dr. Scott Lee, AP&P Representative
 Jimmie Bowen, Faculty Member
 Dr. Rona Brynin – Faculty Member
 Mary Rose Toll, Faculty Member
 Mary Jacobs, Faculty Member
 Ken Sawicki, ITS Alternative Media Specialist
 John Toth, AVFCT Member
 Sheri Langaman, Classified Union Representative
 Dr. Ed Beyer, Instructional Designer
 Dean LoNigro, ITS Management Member
 Greg Krynen, ITS Technical Trainer
 Mike Wilmes, Systems Administrator
 Shirlene Thatch, IMC Representative

Guests:

Items	Person	Action
I. Call to Order	Perry Jehlicka	
II. Approval of Agenda	Perry Jehlicka	
III. Opening Comments from Co-chairs	Perry Jehlicka Greg Bormann	
IV. Open Comments from the Public		
V. Approval of Minutes	All	A. October 23, 2018 DETC Meeting (attachment)
VI. Discussion Items	Perry Jehlicka	A. DETC Goals Review B. AVC Online C. Faculty Certification
VII. Action Items	Perry Jehlicka	A. DETC Goals (attachment) B. AVC Online Redesign
VIII. Adjournment		
NEXT MEETING: 11/27/18		



Distance Education and Technology Committee Minutes	Tuesday, November 13, 2018 3:00 p.m. - 4:00 p.m., L-201
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Type of Meeting: Regular
Please Review/Bring: Agenda Packet

Committee Members:
 Perry Jehlicka, Faculty Co-Chair
 Greg Bormann, VPAA Co-Chair Designee
 Administrative Council – *VACANT*
 Stephanie Mattila, Counseling Faculty Representative *ABSENT*
 Dr. Scott Lee, AP&P Representative
 Jimmie Bowen, Faculty Member
 Dr. Rona Brynin – Faculty Member
 Mary Rose Toll, Faculty Member
 Mary Jacobs, Faculty Member
 Ken Sawicki, ITS Alternative Media Specialist *ABSENT*
 John Toth, AVFCT Member
 Sheri Langaman, Classified Union Representative
 Dr. Ed Beyer, Instructional Designer
 Dean LoNigro, ITS Management Member
 Greg Krynen, ITS Technical Trainer
 Mike Wilmes, Systems Administrator *ABSENT*
 Shirlene Thatch, IMC Representative *ABSENT*

Guests:

Items	Person	Action
I. Call to Order	Perry Jehlicka	3:02 PM
II. Approval of Agenda	Perry Jehlicka	Approved – no changes.
III. Opening Comments from Co-chairs	Perry Jehlicka Greg Bormann	The work load of the local OEI review teams was discussed. Greg Krynen and Dr. Beyer both do canvas training. Some faculty are requesting more training workshops. Attendance has been low on previous attempts to increase the frequency. Finding a suitable computer lab is also problematic. Dr. Beyer is also working on the possibility of online training for faculty too. The option of live streaming training sessions was discussed.
IV. Open Comments from the Public		The number of sandboxes requested needs to be monitored so it doesn't get out of hand. The general rule is only 1 sandbox per person.
V. Approval of Minutes	All	A. October 23, 2018 DETC Meeting (attachment) a. Approved – no changes, 2 abstentions.
VI. Discussion Items	Perry Jehlicka Perry Jehlicka Perry Jehlicka	A. DETC Goals Review – Perry would like the goals to be made into action items. If the DETC approves, Perry will bring this to the senate this week. B. AVC Online - There's a lot of work that still needs to be done on the DETC web page. C. Faculty Certification – A pilot program will hopefully be available by the Spring semester. Quite a few of the faculty in Athletics that Perry has talked to are very excited about training and improving their online classes. Some logistics still need to be worked out for the pilot program. Both the

		content and the functionality need to be re-worked for the website.
VII. Action Items	Perry Jehlicka Dr. Ed Beyer	<p>A. DETC Goals (attachment) – Make an action item – approved, as amended (see changes below)</p> <ol style="list-style-type: none"> 1. Develop an AVC online redesign plan by the end of Spring 2019 and a corresponding implementation action plan in collaboration with ITS. 2. Develop a faculty certification program for the campus – Pilot program available during the Spring 2019 semester for faculty training. 3. Update the DETC Faculty Handbook – this will be a work in progress throughout the school year. <p>B. AVC Online Redesign</p> <p>C. Other Items:</p> <ol style="list-style-type: none"> 1. The representatives that have missed more than 2 consecutive meetings need to be discussed. 2. Closed captions – ITS is looking into more options for caption placement and the option for students to turn them off when they don't need them. If informed ahead of time, the faculty might be able to try to re-design their slides to accommodate the caption's placement. A point of contact in ITS for these questions needs to be identified.
VIII. Adjournment		3:50 pm
NEXT MEETING: 11/27/18		