Santa Monica College
Distance Education Committee
Minutes of May 2, 2017

<u>Voting members</u>: Pete Morris (chair), Julie Yarrish (vice-chair), Fabienne Chauderlot*, Sheila Cordova*, Dana DelGeorge, Regina Ip, Shawn Jordison, Peggy Kravitz, Jenny Resnick
*Excused

<u>Also in Attendance</u>: Christine Miller, Tammara Whitaker

The Santa Monica College Distance Education Committee was called to order by Pete Morris at 12:50p.m.

Public Comments: None

Announcements: None

Action Items: Approval of minutes from last meeting of April 18. Moved by Dana Del Goerge, seconded by Jenny Resnick. Approved unanimously (6-0)

Chairs' Reports:

Vericite vs. TurnItIn (TII):

·   Continuing conversation on the two vendors. Depending on faculty and discipline each vendor may or may not meet their needs.
·   As demonstrated by Dana Del George, TII includes a much more robust set of additional tools (beyond the plagiarism option). TII's commenting functionality is of especially high value to faculty grading essays. It is the "feedback studio" in TII tool that now has the draw for faculty as it serves to ease their time and labor with grading papers.
·   For the time being, there does not appear to be a comparable option within Canvas to offset VeriCite not making this part of their product packet.

Pending: the Chancellor's faculty satisfaction survey:

·   Julie is still waiting to hear back from the Chancellor's office on who the sender was for the CCCCO faculty satisfaction survey that was to be deployed @ 4/21.
·   Faculty attending this meeting confirmed not receiving the survey to date.

Discussion Items

Updating/revising the Curriculum Committee approval form for DE

·   The DE curriculum approval forms need to be updated so they no longer reference eCollege and obsolete technology.
·   Questions remain over whether (and if so, how) the form should distinguish hybrid from fully online courses
·   DE committee members value the approval process's attention to promoting best practices and otherwise ensuring the highest-quality distance education. There remain

questions about how to most effectively organize and present such guidance, both for departments proposing new DE courses and for the Curriculum Committee members reviewing those proposals.

- If the process is substantially revised, one possible improvement would be to require that proposals include a sample course shell—or at least a preliminary, partial version of one—created in Canvas. Even the provision of a single assignment or content sample could be of great value for the committee to see the proposing department's vision for the course's online design. This also would bring the approval process a bit closer to that used for the OEI Course Exchange; the important caveat remains that Curriculum approves courses at the catalog / Outline of Record level, while the Exchange operates on a section- and instructor-specific level.
- The Curriculum Committee Chair (Guido) is expected to attend the next DEC meeting on May 16 to continue this discussion. Pete will meet with Guido in the interim to identify issues and questions to be addressed.

Adjournment: The meeting was adjourned at 2:02p.m.

Next Meeting: The next meeting of the Distance Education committee will be Tuesday, May 16 from12:45 - 2:00 p.m. Location: Media Center conference room.

Please remember that there is no food or drink allowed in the media center conference room

Voting Members	Approval of Minutes for April 18 meeting
Fabienne Chauderlot	Excused
Sheila Cordova	Excused
Dana Del George	Yes
Regina Ip	absent for vote
Shawn Jordison	Yes
Peggy Kravitz	Yes
Pete Morris	Yes
Jenny Resnick	Yes
Julie Yarrish	Yes