Distance Learning Committee
2017-18

		X	Meghan Chen, co-chair	X	Stacie Nakamatsu	X	Michael Dowdle	X	Edwin Estes
	Ron Bean								
X	Richard Patterson	X	Sandra Weatherilt, co-chair	X	Hong Guo	X	Jeanne-Marie Velickovic	X	Carol Impara
X	Michelle Newhart	X	Matthew Dawood		Student Rep: vacant				

MINUTES – May 22, 2018

AGENDA ITEM	DISCUSSION/COMMENTS
Approval of DLC minutes: 5/8/18 meeting	Minutes approved
Reports:	
Educational Design Committee (EDC) /Curriculum and Instruction Council (C&I) (Sandra)	
Information Technology Advisory Committee (ITAC) Report (Rich)	
Faculty Professional Development Committee (FPDC) Report (Hong)	
Faculty Center for Learning Technology (FCLT) Report (Michelle)	Discussed the results of the FCLT Faculty Technology Survey. Info will be used to inform FCLT PIE. IIA. and IIIC.
Student Report (_____)	
DL Amendments Forms	
PUBH 24 (4-year review) MATH 150 (4-year review) RTV 01 Introduction to Electronic Media *New Course/Program	Summary of DLC review of DL Amendment Forms 2017-2018 • Total Courses = 98 *Previous number referenced as 44 which only included Spring courses reviews. • New Courses = 45 • 4-Year Review = 53 IIA. New departments/program offering DL courses = 2 (CNET and RTV)
1. Substantive change request approved for Real Estate Sales Certificate (E0342)	The process is now more streamlined and this request is for the 18th online certificate at Mt. SAC.
2. AP 4105 Distance Learning	Hold for Fall 2018. Will be a priority DLC agenda item in Fall 2018 Revisions included: • Use of College Approved LMS to deliver online and hybrid courses • DL Program language regarding process for substantive change requests. IIA.
3. OEI Update Recommendation to Senate for continuing with OEI	Recommendation made by committee at last meeting for the College to continue with participation in OEI. IIA. Review Draft Report to be submitted to Senate. OEI At Mt. SAC Celebration will be held on Wednesday, 5/30 at 3:00 – 4:30 P.M. IN 6-264 POD Loft.

4. California State University Chancellor's Revised Executive Order 1100 Related to Courses Delivered by Distance Education Modalities	Meghan shared with the group a recent document from the Chancellor's Office about CSU's acceptance of public speaking and lab science courses offered online. For a few years, there was a credible rumor that CSUs will not accept online public speaking or science lab courses. This missive is countering that rumor by citing the CSU Chancellor's Office's Executive Order for CSU to accept those online courses, and the Order cites specific Ed Code, which prohibits any institution to not accept those courses based on online modality. See excerpt below: *"3.2 Instructional Modality GE requirements may be satisfied through courses taught in all modalities (e.g., face-to-face, hybrid, or completely online). Pursuant to California Education Code Section 66763, an online course shall be accepted for credit at the student's home campus on the same basis as it would be for a student matriculated at the host campus."* This means that CSU will not reject a course exclusively because it is taught via distance education. This is an important distinction because Executive Order 1100, section 3.2 makes it clear oral communication and lab science courses taught via distance education are accepted for CSU GE Breath effective August 23, 2017.
5. Discussion on having vendors for content/video authoring tools such as SoftChalk and Kaltura to help with PIE request from FCLT/DL. **What is SoftChalk?** SoftChalk Cloud includes our powerful content authoring tool that makes it super-easy for educators to create interactive, engaging, lesson content for their online courses. Use SoftChalk Create to develop custom course materials that work in any LMS and can be viewed by students on any device. **What is Kaltura?** Kaltura is a web-based application that allows groups to create, edit, and share videos.	DLC agrees that having a vendor presentation would be a good use of time at our final DLC meeting of the year. IIA. and IIIC.
Announcements:	

Spring 2018 semester dates – 2/27, 3/13, 3/27, 4/10, 4/24, 5/8, 5/22, 6/12 (Finals Week) 8 meetings

DLC Meetings - 2nd and 4th Tuesdays at 1:05 – 2:35 PM in 6-226A
DLC website: http://www.mtsac.edu/instruction/learning/distlearn/   DLC listserv: dlc@mtsac.edu

DLC Accreditation Themes:
- IIA. Instructional Programs – Uses delivery modes, including DL, in support of equity
- IIIC. Technology Resources – Provides support in the use of technology