

M-DCC Distance Education Committee Meeting Agenda

Distance Education Committee

Agenda for May 11, 2001 Meeting
Wolfson Campus – Room 3404-8

1:00 p.m.: Welcome and introductions, minutes approved

1:10 p.m.: Director's report by Kristi Lozano, Director of Distance Education

FIPSE LAAP Grant Status and input requested from readers about top scoring proposals

No more Course-in-Box starting Fall 2001

Fall 2001 – All courses in VC will undergo evaluation - Peer, ID, and content

Online course being developed for VC faculty training – input requested

DE Committee attendance discussion

1:40 p.m.: Student Services Report by Lloyd Hollingsworth, Student Services Coordinator & Webmaster

First Class Report

DE Coordinators' Meetings – testing issues

WebCT Management for resetting courses

Retention Report

Current Term Enrollment Report

PictureTel Usage and evaluations

2:00 p.m.: Refreshments

2:15 p.m.: Work on Subcommittees' recommendations document – revise electronically

3:20 p.m.: Wrap-up, Announcements, News, and Adjourn

Next Meeting TBA: Will be online

DE Subcommittees

Course Development

What additional training would help faculty to improve their online teaching, course management, and content and strategies?
How about a fully online training course with lab time for practice and assistance?

Please advise as to the suggested process of course review and certification - includes completion of CT&D training, chair sign-off, OCP self-assessment of course, instructional design review, content review, and peer review during the pilot?

How can the M-DCC Library resources be better integrated into the courses?

DE Program Planning

How should DE go about planning and implementing a Master Plan for VC Course/Program Development? How about the funding to implement a broad effort of course development?

How can the VC become better known at the campuses and have information available to interested students?

Faculty Support/Issues

How to improve rate of return for student evaluations? Should they be required?

What should be included on the VC Entry Test?

What strategies should be included in action plans to improve each area evaluated by the alternate student feedback instrument?

What support needs to be provided on the VC Website for faculty and students to improve the courses and educational programs?

Infrastructure/Technologies

What should be included on a standards/request sheet for digitizing and storing video and audio for Media Services to use in developing media for VC faculty?

What metadata needs to be collected for reusable learning objects and media?

What support needs to be provided on the VC Website for faculty and students to improve the courses and educational programs?

Student Services/Issues

How can testing/proctoring of VC students be improved at the campus locations and elsewhere?

What should be included on the VC Entry Test?

What support needs to be provided on the VC Website for faculty and **students** to improve the courses and educational programs?

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