

Imperial Valley College
Distance Education Committee Meeting
Official Minutes
March 2, 2009

Members Present:	Gaylla Finnell	Martha Olea
	Mary Jo Wainwright	Gloria Carmona
	Michael Heumann	Andres Martinez
	Allyn Leon	Page Lovitt
	Frank Rapp	

Consultants Present:	Taylor Ruhl	Robin Ying
	Deirdre Rowley	Jeff Cantwell
	Omar Ramos	

I. Welcome

The meeting was called to order at 3:30 p.m. by Michael Heumann. He welcomed everyone to the first meeting.

II. Reports/Updates

Michael discussed the meeting schedule for the Spring semester. The committee will meet twice a month, every 1 and 3rd Monday of the month at 3:30p.m. Michael also stated that he would add Dr. Ruhl to our consultants list. Michael also asked Dr. Ying who would serve as Technology representative from his department. Dr. Ying stated he would let Michael know at the next meeting.

Gloria presented to the group that the ACCESO grant is up at the end of September of this year. She also stated that she will be asking for a no cost extension that would extend the grant an additional nine months to complete some of the grant objectives.

III. Action Items

Michael presented to the group the purpose statement. M/S/C (Finnell/Leon) to approve the purpose statement.

IV. Discussion/Information Items

Michael stated that anyone who wants to bring up any issues is welcomed to do so at meetings. Michael also stated that the CTA contract is up for renewal next year. This gives the DE committee an opportunity to update policies and procedures. Michael asked for clarification on the process for recommendations from this committee. Frank Rapp responded that the recommendations go to the Academic Senate then to the President and Board.

Michael discussed what he had submitted to Suzanne Gretz and the extensive research he had done on topics. There was some discussion on whether there was a need for a subcommittee to focus on each area of policies and procedures. The consensus was there was not a need to form a subcommittee this committee could manage.

The group discussed Etudes as the only platform for our campus. Members discussed their experience with Etudes in their courses. There was also discussion regarding courses that do not use Etudes and the reasons behind that choice. Allyn Leon explained to the group the reason some Math instructors chose not to use Etudes. The tools in Etudes do not conform to the needs of the Math Instructors. Allyn is the only Math instructor who used Etudes in his online class. Frank Rapp suggested the modification of a clause that stated, "if approved by the division chair...can use appropriate technologies to develop their online courses." The key is if it benefits the students, and not because it is easier for the teacher to use. Jeff Cantwell voiced his support for having one CMS. There was some discussion on the cost of Etudes compared to other platforms.

Michael brought up for discussion the role of Tech Camp. He stated that this coming summer Tech Camp would have a different role, as the need to train new DE faculty was dwindling. He proposed that Tech Camp this year would be open to everyone. This would model AWC's Tech Camps. It could also fill the need for professional development for the college. The camp would be 2 days with multiple sections. The group liked the idea.

The group also discussed compensation for creating new online classes after the grant ends. Gaylla made a request for a list of current online classes. This will be provided at the next meeting.

V. Meeting adjourned at 4:30 p.m.