

**Online Program Committee Meeting**

**3\_7\_16**

**1:00—2:30pm**

**Minutes**

**Present:**

*Jack Jackson, Co-chair*

*Kay Weiss, Co-chair*

Patty Jones, Dawn Adler, Tre Glazatov, Rhiannon Lares, Michael Torrez, Janet Courts, Teri Strong, Joe Notarangelo, J.D. Dulgeroff, Rick Hrdlicka, Maha Al-Huseini

<b>Topic</b>	<b>Discussion</b>
Minutes	Minutes of the previous meeting are posted on the SBVC website. Any corrections to the minutes should be directed to one of the co-chairs.
Technology Committee Plan— OPC Contributions	Jackson has submitted the framework for the Online Program Committee to be a part of the Technology Committee’s Plan.
DE Coordinator Position	The committee read a resolution that would take the position of DE coordinator to the Academic Senate for their consideration. A motion was made to approve the resolution and send it to Senate. The vote was unanimous in favor of the resolution.
To Canvas or not to Canvas	The college has had and will have a series of forums to discuss whether to move to Canvas or not. Jackson is vowing to “be Switzerland” and remain neutral in this process, giving the best arguments on both sides. A decision will have to be made by the Academic Senate by May.

MOU for the OEI	The MOU that the college would have to sign to be a part of the OEI and offer courses through the exchange is a monster. Teams of lawyers would be needed to explain the complexities. The committee voted to table any consideration of the MOU until a decision was made to adopt canvas or not. If the campus doesn't adopt Canvas, then the MOU option is moot.
Institution Set Standards for Retention and Success	The college is in danger of not meeting its institution set standards for retention and success for DE courses. If retention and success do not meet the state average for next semester, then we will not meet our own standard. The committee should monitor this and work together to try to address this potential problem.
Short term Quality Control needed for Online classes	There was much discussion about the need for Quality Control processes for our online classes. There are rumors and examples of bad practices throughout the college. There was much discussion about the need for quality control, however, no consensus was reached on how to accomplish this.
Revised Contact Types for CurriCUNET	There are gaps and blanks in the DE templates used for approving courses for DE delivery in our curriculum process. Jackson will work on revising the wording and making sure all the blanks are filled in.

Student Satisfaction Survey	The SSS will be deployed in the 12th week of the semester, in April.
Next Meeting	The date, time, and place of the meeting are yet to be determined. The committee will be informed when those items are clarified. But our next meeting will not be until the fall semester.
Meeting Adjourned	The meeting was adjourned at 2:30 pm.