

Online Program Committee Meeting
10_23_12
2:00-3:00 pm
Minutes

Present:

Jack Jackson, Co-chair

Judy Jorgensen, Michael Torrez, Patty Jones

Topic	Discussion
Minutes	Minutes of the previous meeting had been distributed electronically and then in hard copy at the meeting. The minutes were approved by consensus
ACCJC Standard I.B: Institutional Effectiveness	Jack Jackson spent a few minutes describing the accreditation standard dealing with institutional effectiveness. The relevant measures for Distance Education appear to be student retention and student success . Jackson presented the data on these items for four semesters, comparing DE and non-DE classes at the state level, at the college level, and then with the philosophy department as an example of the departmental level. Bar charts and graphics will be created to make this information more visible. And it was agreed that the measurable objective for the online committee would be for SBVC to meet or beat the State average for DE retention and success, averaged over a four semester period. This data will be reported on the SBVC website and to the Technology committee.

Michael Torrez and examples of using mobile devices and video tutorials on YouTube	The bulk of the meeting was spent with Michael Torrez demonstrating how he creates video tutorials for his chemistry classes and posts them on YouTube. The advantage of YouTube over Edustream is ease of use. Further, closed captions are provided through YouTube. One of his video tutorials is on the use of Blackboard. Jones suggested that this be made available on the SBVC website so that counselors can point students to it if they are interested in taking online classes. Jackson said that he would make that happen. Torrez also demonstrated Adobe Connect and showed the committee how he could use that medium to allow students with smart phones to participate in synchronous tutorials. The presentation was exciting and very impressive.
ACCJC and Credit Hour	Jackson spent a few minutes introducing the ACCJC concern with the credit hour and online classes. He asked to have a paragraph added to the college catalog clarifying that the expectations of online classes in terms of total time spent on student learning are equivalent to that of on ground classes. Jackson will contact the Vice President of Instruction about such changes.
Faculty Newsletter	Jackson shared the second edition of the online faculty newsletter. Cindy Parish had already made suggestions for correcting the section on Articulation and Transfer. Any other suggestions were to be forwarded to Jackson. He will distribute the newsletter when the minutes of this meeting get distributed.
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.
Meeting Adjourned	The meeting was adjourned at 3:05 pm.