

Online Program Committee Meeting
12_6_13
1:00--2:30 pm
Minutes

Present:

Jack Jackson, Co-chair

Kay Weiss, Co-chair

Michael Torrez, Patty Jones, Teri Strong, Dave Bastedo, Maha Al-Husseini, Melita Caldwell-Betties, Tre Glazatov

Topic	Discussion
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.
Substantive Change Proposal	The Substantive Change Proposal will be submitted for board approval in January. Approval by the committee should happen in March. Approval by the entire commission should happen in June. This document helps the college in being well documented for the ACCJC site visit in the fall
Turnitin	SBVC will have access to Turnitin. Licenses will be purchased in the summer. Training and piloting will happen in the fall 2014 semester. Turnitin should be seen as one component of a larger Academic Integrity program at SBVC
Newsletter	Kudos to Tre for producing a high quality monthly newsletter for faculty
Accreditation Prep	It was suggested that the Online Committee website should be the major emphasis for accreditation prep. That is, anything that we do should have some sort of presence on that site. That way the visiting team will have access to all the relevant information. The site itself will demonstrate a commitment to openness and transparency.

Stae-wide grand for Online Learning Portal	Tre reported on the progress of the grant process that will create a CCC online portal for access to online classes across the state. There was a signifcant amount of discussion regarding the process and the next steps and whether SBVC should be early on the bus or walk away from the station. Lots of discussion and passion around the discussion.
Comprehensive Quality Control Process	The CQCP should be emphasized to the faculty every semester between now and the site visit. Some sort of accreditation checklist can be created based on this perhaps.
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 2:30 pm.