

## Online Program Committee Meeting

2\_21\_14

11:00 am--12:30 pm

### Minutes

#### Present:

*Jack Jackson, Co-chair*

*Kay Weiss, Co-chair*

Michael Torrez, Patty Jones, Teri Strong, S. Valcarcel, Maha Al-Husseini, Melita Caldwell-Betties

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 was submitted to the ACCJC committee on Substantive Change 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.
Stats for Spring	Jackson reported that approximately 200 sections are offered in the online or hybrid format this semester with 30 departments and approximately 80 faculty. Approximately 16% of the seats are in online and hybrid classes
Institution-set standards	The discussion was continued about the ACCJC required institution set standards. The committee voted that the institution-set standard for DE should be based on the state averages for retention and success DE courses offered for credit. The standard will be met if SBVC equals or exceeds the state average. The standard will not be met if SBVC falls below the state average for three consecutive semesters. This will be taken to the Academic Senate for their

Student Satisfaction Survey	The best time for the Student Satisfaction Survey would be mid-April. Jack and Kay will work on getting that out.
Accreditation Prep	Lots of things were suggest as preparation for the site visit in the fall. Model classes, checklists, cleaning the website, and emphasizing the quality control process were all suggested.
Professional Development	Lots of stuff going on with the new professional development coordinator. One suggestion as a point of emphasis was on mobile technology and online classes. This will be communicated to Rania.
State Authorization Update	We have one student living in Boise taking online classes and one faculty member living in Ohio teaching online classes. That was documented on the website. Jackson talked with Jim Julius from Mira Costa and was reassured that SBVC should be OK on State Authorization for the site visit in the fall.
State-wide consortium for online classes	The DE coordinators webinar is happening during the meeting. So more information will forthcoming later
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 12:30 pm.