

**Districtwide Distance Education Steering Committee (DDESC)**

**Meeting Notes**

**Monday, February 4, 2019**

**12:00 – 1:30 p.m.**

**Virtual via Zoom**

Attendees: Elizabeth Barrington, Donna Duchow, Michelle Gray, Aileen Gum, Kats Gustafson, Jeff Mills, Katie Palacios, Sandra Pesce, Chis Rodgers, Angela Romero, Trenton Tidwell, and Matthew Rivaldi (for Claudia Tornsaufer)

Meeting Notes

Mary will be sending out meeting notes from past meetings.

Canvas Update

Jeff and Chris updated the committee on the progress of Canvas-testing with Campus Solutions.

Distance Ed Plan

The DE Plan has been sent to the Presidents and VPIs. The members of DDESC are appointed by their respective Academic Senates so Kats encouraged the members to present the plan to their senates. In the meantime, an invitation to the Academic Senate Presidents to attend the March 4 meeting to go over the OEI Rubric (this is one of the objectives of the plan) has been sent. It was mentioned that there was a resolution by the Statewide Academic Senate for local senates to recommend or encourage the use of the OEI Rubric for peer-to-peer review.

Another item on the plan was for DDESC to make recommendations for software. The group discussed the use of 3CMedia as a way to store video instead of Sharestream or TechSmith. There was discussion on whether we should subscribe to TechSmith’s Camtasia and Relay. Katie recommended Screencastomatic as a great product. The group felt that there were other alternatives rather than expensive subscriptions and that YouTube and Zoom would probably be adequate for the type of videos faculty have been producing. A point was made that there are so many features in Camtasia that may go unused that we would be paying for. After the discussion, Kats summarized that the following tools will be the ones that she puts forth for budgeting purposes: Voicethread, Proctorial, TurnItIn, and Blackboard Ally. Kats asked for a vote on the recommendation. All agreed with one abstaining (Elizabeth Barrington).

OEI Rubric

The group returned to the discussion regarding the rubric. The question was asked about the OEI Exchange and whether only courses that have been reviewed by the OEI would be listed. The last news was that all online courses would be listed and that the ones reviewed by OEI would have a badge saying “quality reviewed”. The CVC/OEI is still in flux and we will wait for further information. The OEI Rubric will be updated shortly.

***Next Meeting: March 4, 2019***