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| **Distance Education Coordination Council**  T.L. Brink, Rhiannon Lares, Rania Hamdy, Denise Allen-Hoyt, Kay Weiss, Trelisa Glazatov , Jack Jackson, Joe Notarangelo | | **10/10/2016**  **Minutes**  **1:30-3:00 pm**  **District Annex Conference room** | |
| **TOPIC** | **DISCUSSION** | | **FURTHER ACTION** |
| Review and Approval of Minutes | Approved by Rania Hamdy, and Kay Weiss | |  |
| Crafton Hills reports | Finalizing the approval of faculty to teach online this month. Have approved 7 faculty to teach online. Revised approval forms for online teacher approvals. 60 participants going through the @One Accessibility course. | |  |
| Valley College Reports | Joe Notarangelo DE Coordinator 80% reassign time. At the OLP committee meeting. looked at considerations for teaching online quality courses. Reviewing BP and AP policies and Canvas. Denise offered to send form to Joe on the DE certification of Faculty. Valley’s also having the discussion on how to keep faculty current in teaching online. Also, to grow FTE’s several late start online classes will begin soon. | |  |
| Distance Education Reports | BB Learn app is being retired it will now be BB Students. Faculty will need to use BB Grader. Campus apps have been updated to reflect the change  The DE regroup will be set up as a subscribe to allow those who would like DE updates sent directly to their inbox  Canvas pilot is for spring 2017 no more than 5 course per campus. Contingent on technical migration. Go live will be on Jan 1, 2017. Go live means that we will be giving access to faculty for course development. There are 20 train the trainer spot. 4 will go to the district and 8 for each campus. | |  |
| Discussion Items  Canvas Timeline (Rhiannon)  Guidelines for QA (Rhiannon) | Timeline for Canvas it should take 6-15 business days to get the data. Total timeline should take 6 to 8 weeks. Since data has not been mapped there is no solid timeline. Canvas will be single sign on. Frame work for Canvas will be District as the main log in. once they click into the course they campus will be identified. We will be having weekly meetings with Canvas and will hopefully have more information as time progresses.    The guideline is what you would like the DE department to convey to faculty when working with them on Blackboard. Would the campuses like us to follow the OEI rubric. I know that each campus wants to put their guidelines forward. Denisemmentions that she would like the instructors follow the approval form for teaching online. @One has given the DE department access to the Teaching with Canvas courses. There is a course that is self-paced and one that is facilitated. The course is built to be 4 weeks’ worth of instruction for faculty. It is currently a canned course that can be modified for our uses. | |  |
| Next Meeting | November 14 | |  |