



IMPERIAL VALLEY COLLEGE
DISTANCE EDUCATION COMMITTEE AGENDA
 Tuesday, September 20, 2016
 12:50p.m. –Room 2727

The function of the Distance Education Committee is to develop and review policies and procedures necessary to the implementation and evaluation of the distance education program at Imperial Valley College.

1. Call to Order & Welcome

2. Consent Agenda

- a. Approval of Minutes for May 31, 2016

M/S (_____/_____) to approve the minutes of the May 31, 2016, regular meetings of the DE Committee, as presented.

3. Action Items

- a. None

4. Discussion and Information Items

- a. Online Faculty Training @ONE
 - i. 12 week course
 - ii. Revise DE Process- to correctly reflect @ONE courses
- b. Canvas Training –Fall 2016
 - i. @ONE Self-paced course
 - ii. Possible training schedule
 - 1. Campus hour
 - 2. Evening training
 - 3. Zoom training
 - 4. Hands-on workshops
 - iii. Training Topics
- c. Course Shell in Canvas Common
- d. OL Course Development and Evaluation Update
- e. OEI Update
 - i. OEI Consortium
 - 1. MOU
 - 2. Canvas Implementation Timeline
 - 3. Future course offerings
 - 4. Courses in demand
 - 5. Implementation Team
 - 6. Course review rubric
 - 7. Ally
 - 8. Test Proctoring & Proctorio

5. Under Development

- a. DE 3-Year Plan
- b. Online Faculty Handbook

6. For the Good of the Order

Date (3 rd Tuesday of Each Month)	Time	Location
September 20, 2016	12:50-1:50pm	Room 2727
October 18, 2016	12:50-1:50pm	Room 2727
November 15, 2016	12:50-1:50pm	Room 2727

7. Next Meeting:

- a. Tuesday, **October 18, 2016**, @12:50-1:50pm in Room 2727

8. Adjournment