

DISTANCE EDUCATION COMMITTEE
EAST LOS ANGELES COLLEGE
MINUTES
WEDNESDAY, February 8, 2012
2:00 – 3:30 PM
G1 301C

Meeting called to order at 2:05 p.m.

Present: Pauletta Daw, Ryan Smith, Kerrin McMahan, Mary Ellen Eckhart, Dan McBride, Rebecca Hsiao, Unjou Lee

I. Approval of Agenda

M/S/P (Mary Ellen, Rebecca seconds) to approve the agenda as submitted.

II. We have a significantly larger number of distance ed. classes this semester than in past semesters. Distance ED. At ELAC is growing significantly. The online training course in January was a success. We are offering another training course next month. There is a new pedagogy course starting in March.

III. Distance Education Student Learning Outcomes: Distance Ed. is the first to have SLO's up on trackdat. The committee discussed ways of measuring the following two SLO's.

1) "Students will be able to successfully utilize the ELAC course management log in system." A survey was suggested to measure this SLO. However, Kerrin points out that there is no need for a survey because if students are on the site to take the survey, they have already logged in. Kerrin suggests that we start tracking the number of help calls the etudes help desk gets as an additional measure. Pauletta tells us that most of the questions come after students have been added 5 days before classes start or if they are added in the start of the semester. When instructors send students an email, explaining how students log in at the beginning of the class, confusion is avoided and fewer help calls are made. Kerrin suggests that we have the Office of Institutional Effectiveness contact students who drop online classes in the first 2 weeks and ask why they dropped the class. **2) "Students will demonstrate proficiency in navigating through the ELAC course management system."** Pauletta notes that it is helpful to take a screen shot of ETUDES and send it to the students to explain how to navigate the site. Dan mentions that several teachers just have students link to an outside site from ETUDES. Hence, students log into etudes and then immediately go to another site. Ryan suggests a post-test quiz to ask students questions about basic proficiency in etudes. Kerrin supports having one question to measure each feature and giving the students (non Applicable) as an option in case their teacher does not use that function. Pauletta will come up with sample questions for future consideration.

IV. Distance Ed. Committee Members- Contract: During the March 14, 2012 meeting Alex Immerblum and Armita Orneles will be here to discuss the contract stipulation that AFT will appoint ½ of the committee and the Academic Senate will appoint ½ of the committee. Pauletta asks that we please make sure that everyone is in attendance. Kerrin mentions that we can ask Armita and Alex to appoint those of us who are

already on the committee. Clarification: After the D.E. committee votes on any proposal, the proposal goes to the Education Planning Committee. The next step is for the proposal to go to the shared governance committee. The final step in the process is for the proposal to go to the college president.

- V. Items from the floor. **1)** Kerrin gave the committee a handout explaining student retention and success rates. Distance Ed. has an 88.2 % retention rate and a 56% success rate. While distance ed. student success has improved, online classes still have the lowest success rate campus wide. However, this is no need for extreme concern because certain departments that teach online classes have extremely low and high student success rates. For example: (Math has a low success rate and PE has an extremely high success rate). Regardless, we should think about why students do not succeed at the same rate in online classes as in regular classes. Pauletta points out that our retention is up significantly. So, we should continue to encourage teachers to drop students before the census date and we should also continue to provide students additional assistance. Student success is rated off of a standard of C or higher. Dan points out that the etudes site is significantly more user friendly than it was originally. Kerrin reminds us that a student withdrawing from a class counts as an unsuccessful completion. Mary Ellen asks: Are online teachers grading harder than face-to-face instructors because we do not form a personal connection with the students? It is easier to tell students no if we do not see the student's face? The committee agrees that this is a possible future research item for teachers who teach the same class online and face-to-face. What is the difference in grade distribution between online and face-to-face classes? We should also consider significant grade inflation research. Unjou asked when the statistics were taken. These statistics are based on fall 2010/spring 2011 data. Unjou mentions that the activity meter will influence these stats in the future. **2)** Census roster is due on February 29th. The admissions office is allowing D.E. instructors to attach the activity meter to the census roster and sign the pink roster without filling it out. **3)** Future meetings will be held March 14, 2012, April 11, 2012, May 9, 2012. **4)** Admissions is mentioning that the online add system is taking up a lot of time given the number of distance ed. students admissions serves in comparison with the number of students admissions serves in general. We discussed multiple suggestions for making the ace add system better and easier to use. Kyle Tran manages the ace system and he is also the ELAC Webmaster, essentially he is very busy and he wears many hats. Dan mentions that several weeks before regular classes start he sends out an email from the district site instructing students how to sign in. Pauletta mentions that it is important to have students update the system with their correct email.

- VI. Meeting adjourned at 3:02 p.m.
M/S/P (Ryan Smith), Dan McBride

NEXT MEETING: March 14, 2012 at 2:00 PM