# Meeting Minutes
## District Distance Education Committee Meeting
### May 28, 2013
**Time:** 10:00 a.m.
**Location:** Valley College, LARC 203
Also accessible via CCC Confer (see page 2)

**Membership:**
- Pamela Atkinson (City)
- Wendy Bass (Pierce)
- Stephanie Brasley (Southwest)
- Paulettta Daw – (East)
- Linda Delzeit (Trade)
- S. Khaled Hussain – Chair (Valley)
- Eric Ichon (West)
- David Jordan (Mission) - Sec. 5/28/2013
- Paul McKenna (ITV)
- Mark Wood (Harbor)

<table>
<thead>
<tr>
<th>No.</th>
<th>AGENDA TOPIC</th>
<th>Notes</th>
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<tbody>
<tr>
<td>1</td>
<td>Call to order</td>
<td>Pamela Atkinson (LACC) Stephanie Brasley (LASC) Paul McKenna (ITV) Eric Ichon (WLAC) Bill Elarton (AFT) Khaled Hussain (LAVC) Wendy Bass (Pierce) Linda Delzeit (LATT)</td>
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<td>2</td>
<td>Approve minutes from 4/23/2013</td>
<td>Paul McKenna has moved to approve and Pamela Atkinson seconded Eric Ichon abstained</td>
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| 3   | State authorization update | Yasmin will attend our June meeting to discuss the state authorization. Meeting will take place at City on Monday, June 24th at 10:00 AM Questions for this meeting:
   1. Who will pay for authorization
   2. Can we block student enrollment for online classes for states without authorization (new SIS)
   3. Do we have the option to block based on year-to-year and college by college?
   4. Trigger – student/instructor/recruiter/ coaches recruiting for sports
   5. What about out-of-state students who are living in CA, taking traditional and online classes, does this rule play a role? |
| 4   | Governor’s May Revise and allocation for DE | 16.9 is still in May revise. All are curious to see how it will play out. |
| 6   | District-wide LMS account | Linda Delzeit explained that she is concerned it is a bad idea to force one LMS and that with changing technology it should not be a requirement to have one LMS. Does not feel that this is realistic for helping our students as they will have more than one LMS if they are participating in MOOCs. Benefits for students with LMS: |

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1. Support for students  
2. Familiarity with LMS  
3. Single log-on with new SIS

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<tr>
<th>7</th>
<th>SB 520 and 547</th>
<th>No one had any new information. Related bill SB 547 UC, Cal State and CC’s working together to ID bottle neck courses to be offered online.</th>
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<td>8</td>
<td>AB 955</td>
<td>Offer courses at cost (students would pay full tuition – which is equivalent to out-of-state tuition) Colleges would only be able to offer if they met their cap for WSCH – would supposedly only be offered for winter and summer sessions. Would be full-college credit course.</td>
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<td>9</td>
<td>DE Stakeholders Meeting in September 2013</td>
<td>Want support from DE Stakeholders to have a DE rep on AFT negotiating team. Scheduled for Friday, September 13th at 10:00 AM</td>
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10 | Old Business: Article 40 | Negotiations are opening in January 2014 for next contract. Wendy asked Bill if it would be possible to have a rep from District DE on the negotiating team when they meet with admin in discussion of article 40. Some suggestions:  
1. Class size for DE same size as F2F  
2. DE Committee make-up and duties  
3. Take out line that says that online instructors cannot add students until the start of the session. Online instructors should be able to voluntarily add students before the course starts.  
Had a discussion about first time an instructor teaches online. Some different interpretations regarding if first time online instructor can add more than ten students or if they choose, can they add more students. |

11 | New Business from the Floor: Assessment testing for online students residing outside our service area | Eric asked each of us to find out if our colleges have any procedures in place for international and out-of-state students to take the assessment tests overseas or out-of-state. (Check with International Office/Matriculation office of VP of Student Services). Ask Mark from Harbor who will be the new rep from Harbor for the District DE meetings? |