**Rio Hondo College**

**Online Education**

**November 13, 2017 Meeting Minutes**

**Call to order**: 2:35

**In attendance:** Zulma Calderon, Gabriela Olmos, Scott Jaeggi Lydia Llerena, Sheila Lynch, Jill Pfeiffer, Jodi Senk, Carol Sigala, Steve Tomory, Irene Truong, Jose Aguinaga, Gary Van Voorhis

Guests: None

**I. Approval of October 2017 Meeting Minutes**

Motion – Steve Tomory, Second-Scott Jaeggi; Motion passes, minutes adopted by group

**II. Instructional Technology Tools and Setting (Zulma and Gabby)**

Zulma discussed the Canvas accessibility checker and recommends that faculty check out the new tool.

**III. Manager’s Report (Jose)**

Jodi Senk reviewed website

Meetings will be in LR 128 2:30pm; dates are posted online

Committee was asked to review by-laws before being posted on the website as there are several versions.

**IV. Professional Development (Jodi)**

Stipends: New online Faculty Certification $3500 + $3700

CTE funding for Online teaching conference, Instructional assistant, software down the road. Working with Dean Mike Slavich for funding support

**V. Technology Update (Gary)**

Canvas starfish/Roadrunner integration being built for spring term

**VI. Online Counseling (David)**

Counseling has been using Cranium Café for the past month

David presented survey results:

* How likely to recommend online counseling? 11/12 said yes
* Overall experience? 10/12 said very good
* Five online counselors participating in the soft lunch this fall

**VII. Online Education Initiative Update (Gary gave update)**

We are waiting for CCC tech center to fix bugs to be able to offer spring courses. Status is up in the air.

**VIII. DSPS/Access report (Suzanne)**

No report

**IX. Division reports**

CTE looking to utilize Canvas more

Jodi cited in the program plan, there has been a huge growth of usage of Canvas for on-ground classes

**X. New Business/Other**

Equity cohort – Jill reported the cohort met three times. The members will be presenting monthly workshops. Jill will be preseting on how to use Screencast-o-matic and Animoto; Jodi said she will send a schedule out for spring after confirming with flex coordinator

A few part-time faculty have asked about accepting other college/organization certification; we will still require they take the certification course at Rio. We can also refer them to the certification modules if they struggle or forget how to use a tool.

Peer Review Issues were discussed. Shelia expressed concern with helping some faculty. Some faculty are using publisher’s cartridges. Need to help them with regular and effective contact.

Program plan for Online Education has been submitted.

Discussion: Curriculum process –will be on next agenda

**Meeting adjourned** 3:30pm

**Next meeting** is 2/12/18

Meeting minutes submitted by Gary Van Voohris