

CCC Chancellor's Office 2011-12 Annual Distance Education Survey

Response ID: Data

1. Distance Education Coordinator Information

1. Provide the following college identification information.

District Name : LACCD
 College name : Los Angeles Mission
 DE Coordinator First Name : David
 DE Coordinator Last Name : Jordan
 DE Coordinator E-mail Address : jordandc@lamission.edu
 DE Coordinator Telephone Number : 818-364-7720

2. Distance Education Course and Curriculum Development

2. How many distance education courses were developed at your college in 2011-12?

New courses that did not exist before and are only delivered by distance education?

0

Existing courses that were converted from face to face to distance education?

0

3. For the courses identified in question #2 above about the number of new and converted distance education courses developed in 2011-12, how important were the following in their development at your college?

(Rate each area from extremely important to not important).

	Extremely Important	3	2	1	0
Curriculum development/approval	<input checked="" type="checkbox"/>				
Articulation/Transfer				<input checked="" type="checkbox"/>	
State apportionment formula				<input checked="" type="checkbox"/>	
Institutional fund/resources distribution			<input checked="" type="checkbox"/>		
Faculty compensation			<input checked="" type="checkbox"/>		
Faculty training	<input checked="" type="checkbox"/>				
Teaching load			<input checked="" type="checkbox"/>		
Class size		<input checked="" type="checkbox"/>			
Scheduling				<input checked="" type="checkbox"/>	
Technical support		<input checked="" type="checkbox"/>			
Equipment/facility			<input checked="" type="checkbox"/>		
Copy right/intellectual property right			<input checked="" type="checkbox"/>		

4. Please rank the following alphabetically listed resources from the most common method of developing distance education courses and curriculum to the least common method.

1. DE course development manual (Locally developed or purchased)
2. Training provided by @ONE Project
3. Online self-paced tutorials

5. Please describe any other resources used to develop distance education courses and/or curriculum at your college.

Shell review through Curriculum and DE

3. Distance Education Faculty and Student Interaction

6. This question addresses the most commonly used methods of interacting with students by faculty. On a scale of 1 to 5, with 5 being the most common use, what methods of communications do you believe DE faculty use the most when interacting with their DE students?

	1	2	3	4	5
Meeting face-to-face on campus		✓			
Telephone meetings (either one on one or group conference calls)	✓				
E-mailing			✓		
Text messaging	✓				
Blogging		✓			
Online Discussion Board			✓		
Class Chat Room		✓			
Video Conferencing with students (either point to point or multi point)	✓				
Class Facebook Page	✓				
Class Twitter Feed	✓				
Other Social Networking Sites	✓				
Mailing materials to students (Public/Private Postal Services)		✓			
Faxing materials to/from students	✓				
CCC Call Confer (Telephone conferencing only)	✓				
CCC Meet and Confer (Telephone/computer conferencing)	✓				
CCC Teach and Confer (Telephone/computer conferencing for teaching)	✓				
CCC Confer Office Hours (Telephone/computer conferencing for meeting with students)	✓				
CCC Confer Moodle Room (Open source LMS)	✓				

4. Distance Education Student Authentication (Identity)

7. Does your district have a Board of Trustees approved student authentication policy?

Yes

8. If your Board of Trustees does have an approved policy, please briefly summarize it and provide the date it was adopted.

	Description of Policy	Date Policy was Approved (mm/dd/yyyy)
Policy Summary	Required by Accreditation. Not certain of date. Please check other LACCD reporting colleges for date of Board Policy	

9. What student identity verification methods are you currently using?

Student ID/User ID and password or passphrase

10. Do you re-verify student identify at exams or other evaluations?

Yes

5. Distance Education Student Retention

11. Please identify the student retention efforts your college is using to improve student completions in distance education classes. (Check all that apply)

- Faculty contacting students when pre determined parameters of participation are not reached.
- Early alert notification to student and/or faculty via e-mail

12. Identify any other student retention techniques used by your college to improve distance education student retention.

6. State Authorization (Serving students in other states)

13. Serving students via distance education in other states.

Do you serve students via distance education in other states?

Yes

If Yes, how many?

3

14. Applying for authorization to serve students in another state.

Have you initiated an application(s) for authorization to serve students in another state?

No

If yes, how many?

15. Approvals to serve students in other states.

Have you been approved by any states?

No

If Yes, how many?

If Yes, please list the states.

7. Student Services Offered On-campus, Online, and/or via Telephone

16. Please identify the student services that are available via the Internet, telephone, or on-campus. Check all that apply.

	Service or program is offered only on-campus	Offered on-campus and through other communication technologies	Information available via static web page posting	Student can request or submit information to program or service via an interactive web page	Student can obtain information via the telephone through prerecorded message	Student can request or submit information to program or service using the telephone	Not offered

Course/Program Catalog		✓					
Admissions		✓					
Schedule of Classes			✓	✓			
Registration			✓	✓			
Assessment and Testing (Diagnostic, Placement, & Academic)		✓					
Academic Advising and Counseling			✓	✓			
Orientation		✓	✓				
Financial Aid			✓	✓			
Student Accounts			✓	✓			
Student to Student Communications	✓						
Faculty to Student Communications	✓	✓	✓	✓			
College to Student Communications	✓	✓					
Bookstore Services		✓	✓	✓			
Library Services		✓	✓	✓			
Remediation Services	✓						
Retention Services	✓						
Tutoring (Individual & Group)	✓						
Disabled Student Services	✓	✓	✓				
Counseling (Personal)	✓	✓	✓				
Career Counseling & Placement Services	✓						
Ethical & Legal Services	✓						
Financial Planning (Budgeting, Banking, Loan & Credit Card Management)	✓						
Health Services	✓						

Student Activities (Recreation, Leadership, Academics, Religion & Spirituality)	<input checked="" type="checkbox"/>						
Student Population Segments Services (International, Minority, Veteran, Alumni, etc)	<input checked="" type="checkbox"/>						
Transcript Ordering/payment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
E-portfolios							<input checked="" type="checkbox"/>
Emergency Calls to Landline Telephone	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Emergency Calls to Cellular Telephone	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Emergency Text Message to Cellular Telephone	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			

8. Intra-California Community College Collaboration of Faculty in the Development and Teaching of Distance Education Courses

17. Has your college developed policies to streamline the educational pathway of distance education students? If yes please provide a brief description.

Has your college developed streamlined educational pathway policies/activities for distance education students?

No

If yes, please describe your policies/activities.

18. Has your college collaborated with other colleges to develop, teach, or deliver distance education courses in any of the following areas?

	Yes	No
Collaborated on curriculum development		<input checked="" type="checkbox"/>
Used faculty from two or more colleges to teach a course at two or more colleges		<input checked="" type="checkbox"/>
Shared equipment or facilities to teach a course at two or more colleges		<input checked="" type="checkbox"/>
Shared course materials		<input checked="" type="checkbox"/>
Shared staff development activities between two or more colleges		<input checked="" type="checkbox"/>
Collaborated on distance education program development		<input checked="" type="checkbox"/>

19. Please describe some collaborative efforts your college has been involved in.

9. AA/AS/Certificate of Achievement Awards via 100% Distance Education Programs

20. In 2009-10 did your college offer an AA or AS degree or a Certificate of Achievement program where the student could complete the program 100% through distance education?

Note:

This does not mean exclusively on-line instruction (codes 71 and 72) which are two of 10 codes used in MIS to identify a distance education course. The definition of 100% distance education used for this question can represent a mix of distance education delivery modalities that make up that 100%. Example: A degree or certificate program delivered 60% via Internet (codes 71 and 72) and 40% via TV broadcast with audio bridge (code 52) would be 100% distance education. Please note that this represents the possibility of completing the degree via distance education.

Yes

If you answered yes to question # 16 please list all of the programs by name, check if it is an AA, AS, or Certificate of Achievement. If the program is offered both as a degree and a Certificate of Achievement please list them on separate lines. If you track distance education student graduates and there were any distance education graduates in the programs for the academic year 2011-12 by August 30, 2012, please indicate the number. If there were no graduates or you don't track this information please put in zero. Fill in the year the program started being offered 100% via distance education. (If you have more than 50 programs please upload a Word or Excel file with the additional programs listed.)

	Program Name	Degree Type			Number of Awards	Year Started
		AA	AS	Certificate of Achievement		
1.	Paralegal Studies			<input checked="" type="checkbox"/>	300	2002
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21. Please upload any additional 100% DE programs here.

10. Thank You!

Mail results to person completing the survey.