DE COMMITTEE ("DEC") MINUTES

Date of Meeting: - 4-15-15 -   Location: Academic Affairs Conference Room   Time: 12:30 – 2:00 pm

Voting Members Present: David Jordan (Co-Chair), Myriam Levy (AS Rep), Par Mohammadian (AFT Rep), Lilamani de Silva (AFT Rep), Rod Austria (IT Manager), Gina Ladinsky (AS Rep), Vilma Bernal (AS Rep),

Voting Members Absent : Diana Bonilla (AFT Rep), Dean – Academic Affairs (vacant) , Curriculum Dean (vacant)

Guests: Adrian Gonzalez (DSPS)
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1. **Demonstration of Net Tutor** - The OEI will soon provide a new software/web based tutoring platform for use by all Calif. Community Colleges. Information about this program is located at http://ccctechedge.org/news/miscellaneous/521-online-tutoring-services-offered-systemwide - The committee reviewed the website, and discussed online tutoring. The cost of tutors through the OEI is $25 per hour to LAMC, and this is too expensive. DEC will look at alternative solutions to use of online tutors, but the NetTutor platform is excellent and will provide eash access and use by both our college tutors and our students who need to receive tutoring. The Dean of Student Success perhaps has money allotted for tutoring in his student success funding, and further discussions with him will take place to see if and when LAMC might be able to implement online tutoring with the use of the Net Tutor program.

2. **Update on Distance Education Program Review I** –
The DE Coordinator provided a copy of the DE Program Review – see http://lamc-ddl.pbworks.com/w/file/fetch/92849925/DEPRT-FINAL-2-8-15.pdf along with the Commendations and Recommendations – see http://lamc-ddl.pbworks.com/w/file/fetch/95674085/EPC%20Commendations-Recommendations-DEPR%20-%204-27-15.docx DEC then undertook to discuss a proposal for an online student services committee as requested by EPC. The proposal is located at http://lamc-ddl.pbworks.com/w/file/fetch/97967604/Online%20Services%20Committee.pdf

This proposal would be made to EPC in its last meeting of the Semester in May 2015.

3. **Discuss Student Readiness to take an online class (OEI - Quest for Online Success** –

The DE Coordinator discussed the OEI initiative to assist online students achieve success in their online classes. The OEI is developing online orientation called "Quest for Success" which is being developed, in part, by one of our LACCD Sister Colleges, WLAC.

The OEI imbedded online orientation will be made available to California Community Colleges in the near future. It will include the following elements - It will also include an Assessment for new online students to take, called **Smarter Measure** which will help students assess if they are ready to take online classes. The Quest for Success online orientation will include"

The modules will include interactive media and assessment/quizzes
·   The package may include SmarterMeasure
·   The modules are being developed in Moodle, but will be CMS agnostic
·   The modules will be available free of charge
·   Here are the modules
1)   Intro to Online Learning
2)   Getting Tech Ready
3)   Organizing for Online Success
4)   Online Study Skills & Time Mgt
5)   Communication Skills for Online Learning
6)   Online Reading Strategies
7)   Getting Started

Smarter Measure Assessment to be soon imbedded in our online classes at LAMC will assist our online students. A description of Smarter Measure is provided at http://www.smartermeasure.com/about/assessment-overview/.

Here is a Description of SmarterMeasure

The SmarterMeasure Learning Readiness Indicator, is a web-based assessment which measures a learner's readiness for succeeding in an online and/or technology rich learning program based on non-cognitive indicators of success. SmarterMeasure indicates the degree to which an individual student possesses attributes, skills and knowledge that contribute to success in learning. All seven components of SmarterMeasure are grounded in theoretical research and practice. The seven components of SmarterMeasure are:

- Individual Attributes - motivation, procrastination, willingness to ask for help, etc.
- Life Factors - Availability of time, support from family and employers, finances, etc.
- Learning styles - Based on the multiple intelligences model
- Technical Competency - Skills with using technology Technical Knowledge - Knowledge of technology terms
- On-screen Reading Rate and Recall
- Typing Speed and Accuracy

4. **Informational - Webinar – 4/21/15 for Creating Accessible Documents** -

Adrian Gonzalez informed the DEC that@One was sponsoring a webinar on 4/21/15 for

creating accessible documents and requested that the DE Coordinator submit a invitation to attend through the Mission News Announcements. The DE Coordinator agreed to do so.The webinar is located at
 http://onefortraining.org/node/756

Meeting adjourned: 2:00 pm

Future Meetings – Spring 2015
@ 12:30 - 2:00 pm, Academic Affairs Conference Room

5/20/15

and additional meetings as necessary