CALL TO ORDER:

Chair Sharla Hanaoka called the regular meeting of the Distance Education Committee to order at 12:34 p.m.

Present: William Puette, Orlando Garcia-Santiago, Sharla Hanaoka, Wojciech Lorenc, Alphie Garcia, Claire Hitosugi, Irene Morrow (guest), and Brad Koanui (guest)

APPROVAL OF THE MINUTES:

The minutes of the November 26, 2014 meeting were approved.

REPORT:

IT Representative: Update on the Sakai 2.9 update and Respondus update. A discussion followed on the use of Respondus as a first campus wide phase of basic assessment of student online learning.

Instructional Designer: ID is position is in the final phase of hiring. A person has been selected. Sharla Hanaoka now serves on the Assessment Committee to help move the assessment process of DE courses forward.

Student Affairs Representative: Registration continues. Online courses were the first be filled.

NEW BUSINESS ITEMS:

Chair Hanaoka reported on the WASC response on DE. Discussion proceeded about assessment, committee oversight and the role of the Distance Education Committee and the relationship to the Curriculum Committee.

Next meeting is on Wednesday, February 18, 2015.

Meeting adjourned at 1:31 pm.

Minutes taken by S. Hanaoka