

# Distance Education Committee Meeting Minutes

**Date:** Tuesday, May 23<sup>th</sup>, 2023

**Location:** AC 229 and [Zoom](#)

**Present:** Maria Coulson, elle dimopoulos, Andy Haber, Stacey Lince, Jessica Park, Emily Schaefer, Kathleen Smyth, Cari Torres

**Absent:** Joshua Kas-Osoka, Burton Schane, Dong Nguyen, Erik Dunmire,

Agenda: Approved

Minutes: Approved

## Meeting Topics

- Pronto
  - Pilot was a bust
  - Stacey would like to move forward on it anyway
  - Commit to one year
  - Do a good onboarding during
  - Consensus
  - Stacey
- VoiceThread
  - Talk to Ingrid and other VT users
  - VT is 12,000 per year
  - Move to individual licenses
- Flex – tell PLC chairs meeting can be shortened
  - May only have Monday and Tuesday
  - New faculty Tech
  - Community hour on other Canvas
  - DE faculty the following week in Zoom like we did last semester
    - Let cara know that meeting needs to go in Flex
    - Capstone project also needs to be added
- Curriculum
  - Course outline revision to include DE courses
  - Includes best practices and REI
  - Roster management not include
  - Committee reviewed the changes and approved
- Intellectual property
  - What happens to content when faculty retire
  - Brought up with Derek Wilson’s retirement

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**MARIN**

- As an unofficial policy we don't share content or courses without permission.
- Where is the best place to put a policy – BP4030 and AP 4105 are options
- Should be in an AP
- Will ask Mickey for legal language
- Does the instructor own the content or does the institution
- There is a difference between ownership, copyright and distribution
- You might have ownership by no right to distribution or sharing
- Act of teaching and student communications are owned by the district
- Further broader discussion needed
- Will reach out to Mickey
- Meeting dates are fine for next semester
- State update – not replacing @one but looking to provide something more specific.  
@one will be funded through summit. Chafey presented their DE science lab Have been successful with their GE Biology labs. Our Bio department should look into it. Would be important for us to look at the kits and a lot of the vetting has already been done.
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## Action Items

- Kathleen to present at senate

Adjourn: 11:55

Next Meeting: Fall 2023 Semester TBD