

Ad-hoc Distance Education (DE) Committee
Academic Senate Meeting Report – April 24, 2015
Submitted by Leanne Urasaki, Chair

1. The webpages to support students taking online classes has been posted to the Hawai'iCC website. It can be accessed through the "Distance Education Students" tab on the homepage. (<http://hawaii.hawaii.edu/distance-education>)
2. The committee has developed a skeleton framework of professional development for online instructors (see attachment) to provide information to help DCs make informed decisions about who is ready and able to teach online classes in their departments.

This system for professional development is based on a digital badging framework to authenticate and certify learned skills. ITSO created a website (<https://sites.google.com/a/hawaii.edu/site1/>) for those wanting to learn more about digital badging. NOTE: Although "digital badges" is the industry-recognized term (will be used throughout development for clarity), the term "digital credentials" will be used once launched. Our digital credentials will also include "earned dates" and, if relevant, expiration dates to ensure currency of skills.

This professional development framework was initially shared with DCs at their 1/13 DC meeting, at which time it was asked that it be shared with departments to get feedback. After discussing feedback received (mostly positive), the committee then passed the framework on to ITSO who will develop and administer the system.

3. The current charge for this committee will expire at the end of this semester. After discussion, it was agreed upon that although we have unfinished business, we are not yet ready to apply to become a standing committee. Instead, we would like to request a new ad-hoc Distance Education Committee be formed with the following 2 year charge:

The Hawai'i Community College ad-hoc Distance Education Committee of the Academic shall research the latest distance education trends and practices and draft a distance education master plan. The committee will propose policies regarding distance education at Hawai'i Community College to ensure online courses are of quality and meeting standards. Furthermore, the committee will research, discuss, and develop an evaluation tool for peer evaluation of online courses.

The ad hoc DE committee will submit reports on a monthly basis to the Academic Senate. The committee and its functions shall terminate at the end of the Spring 2017 semester, at which time the Senate will review the status of the committee and determine if it should become a standing committee of the Academic Senate.