

## **Distance Education (DE) Committee Academic Senate Meeting Report**

**November 9 th, 2018**

Submitted by Kate Sims, Chair

Current committee membership:

- Kate Sims, Chair
- Leanne Urasaki (GSSS)
- Carrie Butler (BEaT)
- Camille Hernandez (NURS)
- Joshua McDaniel (MNS)

**We are still looking for members to represent ATE, HUM, SocSci.**

We met on Tuesday, October 23rd, 2018.

1. Here are some questions that were raised as a result of inquiries from ACCJC team members regarding DE:

○ Can we be more explicit about our expectations for substantive interaction? (If so, we'd need to couple expectations with more training.)

○ Do online discussions need to be more weighty in course grading? (How do we enforce such expectations?)

○ Can we train people to do formative assessment in their courses? (This is for instructor/student interaction.) 2. What are we defining as a hybrid course? We will be asking for some final input on this from departments and will bring it to Senate in January.

○ Hybrid courses: Courses that replace approximately 50% of face-to-face "seat time" with online instruction. (Exceptions to this percentage may be made at the discretion of the Dean.) Face-to-face instruction is reduced but not eliminated. In compliance with the US Department of Education credit hour definition and the UH System Credit Hour policy (Policy #5.228, May 2012), the combined face-to-face and online instructional time remains equivalent to a traditional face-to-face course. The syllabus must indicate both in-class and online requirements including:

a. The number of hours that are face-to-face vs. online, meeting dates/times b. The activities that will be held face-to-face vs. online c. Student attendance/participation for the face-to-face hours is mandatory d. At least one in person in-class assessment assigned each semester.

**Plans for 2018-2019: What needs to happen to improve DE on campus?**

a. Do we need to look at our instructor/lecturer online training? OCDP Training: too rigorous, long, difficult, relevant to the discipline? Can we train people more efficiently by catering the class to the disciplines? Badge system?