January 14, 2019

Distance Education Meeting Minutes

Members in attendance: Ping Wang, Jinho Jung, Robert Hannu, Carrie B. Meisner, Evi Buell, Stephen Theriault, Thomas Cunningham

For our past two meetings, the Distance Education Committee worked on a SOAR analysis of GBC’s online offerings and resources. The SOAR analysis did not include an evaluation of IAV resources. The SOAR analysis was completed to help the new DE Director become familiar with our Strengths, Opportunities, Aspirations, and Results of WebCampus. Results of that analysis are reported below.

Committee members discussed how the organization chart for Distance Education will now be under the new Chief Information Officer. Several committee members expressed concern that the Distance Education department will no longer be under the purview of the VPAA. The committee trusts there will be sufficient communication between the VPAA, CIO and deans to ensure the quality of online courses and instruction thrives.

**Great Basin College’s WebCampus Distance Education SOAR 2018-2019**

**Strengths: What is WebCampus and Faculty/Staff doing well, including its assets, capabilities and greatest accomplishments**

Learning Management System (LMS): student centered, easy for students, feedback, easy grading, reliable, integration of multiple apps and modes of communication, flexibility and accessibility.

Professional Development: workshops – one on one and group, shells with starting content, train the trainer, experienced online instructors

Support: flexibility of the DE department, immediate assistance, tutoring online, team approach for problem solving, student and faculty support, pilot willing faculty, continuous improvement, creative faculty

GBC Structure: department driven structure, coordination of help desk under DE Department with IAV Department

ADA: High percentage of ADA Compliant courses and captioning.

**Opportunities: External circumstances that could improve enrollment, unmet student needs, threats or weakness reframed into possibilities.**

Better use of analytics to improve student retention with appropriate support

Instructional videos for faculty and student support

Incentives for help desk employees for retention

Departmental Keeper of Knowledge

Online student support equitable to face to face support.

Minimum standards for online teaching and courses.

Require, review, promote, recognize reward.

Oversite – mentoring part-time and new faculty

Integrated mission and support

One stop shop for student services

Plans for scale – anticipate for growth

Internal host for recorded content.

**Aspirations: What can WeCampus and faculty/staff be; what does WebCampus and our faculty/staff desire to be known for?**

Students spread the word GBC is the best NSHE institution for online offerings

Faculty student connection

Courses are known for quality and affordability

National recognition for quality

Continue to have full time faculty teaching most online classes

GBC online classes continue to offer professional presentation/look/feel quality

Lion share of MGM online enrollment

Additional training for faculty

Mentoring part-time and new faculty

**Results: The tangible, measurable items that will indicate when the goals and aspiration have been achieved.**

Student enrollment/retention and graduation rates

Measure of non-traditional student success

Consistency of experience

PR emphasis on quality of online courses (radio announcements, ads, brochures)

Student survey, regular assessment, evaluation, reporting.