



DISTANCE EDUCATION COMMITTEE REPORT TO THE FACULTY SENATE FOR THE ACADEMIC YEAR 2015-2016

The Distance Education committee serves as the primary voice of the faculty senate in matters of Distance Education on the Leeward CC campus. The committee has met 6 times and made progress on the following items and initiatives.

- Created three subcommittees to help better define the tasks of the DE Committee moving forward:
 - Innovated Online Teach Award (IOTA):
Involved in judging of the IOTA award and assisting other subcommittees as needed.
 - DE Peer Exchange:
This subcommittee will work with DE faculty to hold informative sessions to exchange ideas and experiences with teaching online.
 - DE Surveys and Evaluations:
This subcommittee will help get more DE instructors to use eCafe (or the new system when implemented), review the student DE course survey and let faculty know about the DE Peer Evaluation form.

- Innovative Online Teaching Award
The IOTA subcommittee reviewed 3 applications. The subcommittee used the IOTA rubric to evaluate all applications and nominate a winner to the Chancellor. The IOTA winner will receive recognition at the campus end of the year celebration in addition to a cash award. Runners up will receive a memo thanking them for their submission that should include meaningful feedback based on the IOTA rubric. The 2016 winner of the IOTA award is Warren Kawano for his course Business 158
https://www.youtube.com/watch?v=oWBxtKkR_8&feature=youtu.be.

- DE Division Liaison (still in development)
In order to improve the quality and delivery of DE courses, without creating an approval/certification program, the DE committee recommends the creation of a DE division liaison program. There will be a minimum of one DE liaison per division who will serve as content specific DE resource for teachers new to online teaching. They will also serve as a bridge to the DE Coordinator, Educational Media Center, and other professional development workshops.

It is the committee's recommendation that the DE division liaison perform the following duties.

- Schedule a minimum of three meetings with peer in one semester
- Suggest best practices on how to meet Leeward CC DE Guidelines
- Provide feedback, evaluations, and general advice
- Connect peer with current services for DE teachers
- Report to DE committee on progress of peers

2015- 2016 Membership: Petersen Gross (chair), Daniela Dutra Elliott (secretary), Brent Hirata, Michelle Igarashi, Rachael Inake, Warren Kawano, Karim Khan, Dalybeth Reasoner, Heather Takamatsu, Greg Walker, Hardeep Kharbanda, Jeffery Breitenfeldt, Naiad Wong.

Distance Education Website: The DE committee believes in openness and transparency and therefore posts all approved meeting minutes and agendas on its blog site.

<http://blogs.leeward.hawaii.edu/decommittee>

I hope to serve the Faculty Senate again in this position next year.

Mahalo,



Petersen W. Gross

Chair, Distance Education Committee