



UNIVERSITY of HAWAII*
LEEWARD
COMMUNITY COLLEGE

DISTANCE EDUCATION COMMITTEE REPORT TO THE FACULTY SENATE FOR THE ACADEMIC YEAR 2017-2018

The Distance Education (DE) Committee serves as the primary voice for the faculty senate in matters of Distance Education on the Leeward CC campus. The committee consists of at least one member from each campus division/unit and one APT representative. The committee has met eight times and made progress on the following initiatives.

DE Federal Requirements Training

The DE Committee created the "DE Federal Requirements Training," which is mandatory for all instructors teaching online. The majority of instructors completed the required training during the Fall 2018 Convocation. The DE Committee facilitated five additional training sessions throughout the Fall semester. In Spring 2018, the DE Committee developed an online version of this training for instructors who were identified by their division chairs as unable to complete an in-person training session. A total of 138 instructors completed this training in the 2017-2018 academic year.

DE Interview Questions

The DE Committee created a list of interview questions focused on distance education for interview committees to choose from when compiling interview questions for potential new hires. The DE Committee worked with the Human Resources Department in developing appropriate questions and rubrics. The DE interview questions have been approved by the Human Resources Department and are available for interview committees to use.

DE Faculty Survey

In Spring 2018, the DE Committee created and implemented a DE Faculty Survey to identify the needs of DE instructors. The data has been collected and will be analyzed in the 2018-2019 academic year.

DE Liaison Program

DE Committee members continue to serve as "DE Liaisons" to their respective divisions/units. The goal of this program is to help instructors teaching online connect with campus resources and colleagues and build relationships amongst those who regularly teach online.

<http://blogs.leeward.hawaii.edu/decommittee/de-liaisons/>

Innovative Online Teaching Award (IOTA)

The IOTA subcommittee reviewed four 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. Runner-ups will receive a memo thanking them for their submission and highlighting notable features in their courses. The 2018 IOTA winner is Erika Molyneux, for her course, ART 113D.

<https://youtu.be/9ZaWRrIFTLs>

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2017-2018 Membership

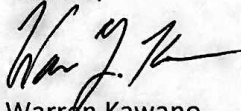
Warren Kawano (Business, Chairperson), Brent Hirata (Academic Services - EMC), Rachael Inake (Academic Services - EMC), Dalybeth Reasoner (Social Sciences), Michelle Igarashi (Language Arts - English), Tracie Losch (Arts & Humanities), Daniela Dutra Elliott (Math & Science), Amy Amper (Student Services), Karim Khan (Arts & Humanities), Camden Barruga (APT), Annemarie Paikai (Academic Services - Library/LeeCC Waianae), Christy Takamure (Language Arts - Speech) , Matthew Egami (Professional Arts & Technology).

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

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>

Mahalo,



Warren Kawano

Chairperson, Distance Education Committee