



**IMPERIAL VALLEY COLLEGE  
DISTANCE EDUCATION COMMITTEE AGENDA  
Tuesday, February 20, 2018  
12:50p.m. – Economic & Workforce Development Conference Room (3102)**

The function of the Distance Education Committee is to develop and review policies and procedures necessary to the implementation and evaluation of the distance education program at Imperial Valley College.

- 1. Call to Order & Welcome
- 2. Consent Agenda
  - a. November 14, 2017
- 3. Action Items
- 4. Discussion and Information Items
  - a. Future Online Course Development (Fall 2018)
  - b. DE & TLC
  - c. OEI Update
  - d. Online CCC
  - e. End of Course Survey (Evaluation Kit)
  - f. Publishing Canvas Courses
  - g. Right of First Refusal (CTA contract language)
  - h. SWOT Analysis (survey monkey)
- 5. For the Good of the Order
- 6. Under Development
  - a. DE 3-Year Plan
  - b. DE Faculty Handbook
- 7. Next Meeting:
  - a. March 20, 2018, @12:50-1:50pm in Room 3102
- 8. Adjournment

Date (3 <sup>rd</sup> Tuesday of Each Month)	Time	Location
February 20, 2018	12:50-1:50pm	Room 3102
March 20, 2018	12:50-1:50pm	Room 3102
April 17, 2018	12:50-1:50pm	Room 3102
May 15, 2018	12:50-1:50pm	Room 3102