IEC STATUS UPDATE

Academic Year: 2011—2012
Name of Program: Distance Education
Date of last review: February 2010

Recommendation:
Formulate a comprehensive plan that addresses the scope of Distance Education program within the institution

Progress:
The Distance Education Committee is in the draft stages of developing a plan. Three years ago the Distance Ed Committee was formed with the specific task of creating a Best Practices document. That is in the final draft stages. We have now turned our attention to developing the DE Plan.

Currently, we are reviewing the mission statement, the initiatives the D.E. program has been tasked with in the District Technology Plan, and the goals of the institution to formulate goals and initiatives specific to the DE program. We expect to be able to present a final draft, for review by the appropriate committees, at the end of Spring 2012.

Recommendation:
Inadequate support staffing level warrants immediate consideration

Progress:
The current level of staffing is the same as it was at the date of our program plan. This includes one full time Distance Education Coordinator, and one less than 50% part time faculty Distance Education Trainer. There has been no progress on this.

In addition, the workload has increased as we are currently supporting 353 sections of courses that are either fully online, hybrids or courses using online components. Approximately 2900 students (duplicate head count) are utilizing our online system. New users to our online system include staff and administrators, as we are currently using the system to facilitate committees, groups and clubs. Our success rate in D.E. has gone up from 52% in Spring 2009 to 56% in spring 2011.

In a survey distributed to Gavilan online students in spring 2011, 15% said they learned more than in a F2F class and 70% said they learned the same as a F2F. 82% of those surveyed said they would take another course from Gavilan College and many said not only was it a great experience but that they would like to see more online courses offered.

The D.E. Department has also become a part of the Teaching and Learning Center. The Teaching and Learning Center (TLC) has merged the Staff Resource Center and the D.E. program into more of a cohesive unit. This is a practical and very important move, as it aligns 2 programs that work hand in hand, making it a very valuable resource to the campus. Recently, the support of institution wide distributed software (Turnitin) was tasked to the TLC. However, the TLC has no budget or formal staffing plan. The addition of the TLC has increased the workload of D.E. staff (see data graphs below).

It is recommended by D.E. staff to increase the less than 50% part time D.E. trainer to full time status.

Date last modified: 6/6/2012
Program Organizational Chart

Kathleen Rose  
Vice President of Instruction

Fran Lozano  
Dean of Liberal Arts and Sciences

Sabrina Lawrence  
Distance Education Coordinator  
1 FTE

Peter Howell  
Distance Education Trainer  
20 hours part of semester/10 hours rest

Library Department

Success Rate in Distance Education Spring 2011

<table>
<thead>
<tr>
<th>Institution</th>
<th>Spring 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statewide</td>
<td>57%</td>
</tr>
<tr>
<td>Gavilan</td>
<td>56%</td>
</tr>
<tr>
<td>Cabrillo</td>
<td>60%</td>
</tr>
<tr>
<td>Hartnell</td>
<td>52%</td>
</tr>
</tbody>
</table>

Distance Education Annual FTES over time.

<table>
<thead>
<tr>
<th></th>
<th>04/05</th>
<th>05/06</th>
<th>06/07</th>
<th>07/08</th>
<th>08/09</th>
<th>09/10</th>
<th>10/11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit FTES</td>
<td>92.06</td>
<td>167.48</td>
<td>230.39</td>
<td>234.94</td>
<td>190.99</td>
<td>339.23</td>
<td>275.74</td>
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<tr>
<td>Non-credit FTES</td>
<td>0</td>
<td>0</td>
<td>.82</td>
<td>.31</td>
<td>63.09</td>
<td>109.58</td>
<td>49.23</td>
</tr>
<tr>
<td>Total FTES</td>
<td>92.06</td>
<td>167.48</td>
<td>231.21</td>
<td>235.25</td>
<td>254.08</td>
<td>448.81</td>
<td>324.97</td>
</tr>
</tbody>
</table>

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Teaching and Learning Center Usage for October 2011

No. of Participants

- Turnitin 10
- Computer 40
- iLearn 12
- Office Space 5
- Copies* 24
- Training (informal) 16
- Training (formal) 15

These figures represent visitors and usage of the TLC. They do NOT include email, phone and virtual support of existing Distance Ed duties. These are approximate as not everyone signs in. *Copier average use is 15 people per day.

No. of Trainings Hosted

- Training (informal) 6
- Training (formal) 4
- Hosted Meetings 24

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