SUBJECT: Academic Senate Resolution on Distance Education policy

☐ Resolution: BE IT RESOLVED,

☒ Information Only

☐ Action Item

Proposal:
That the Board of Trustees review and comment as appropriate regarding the following four Distance Education documents. They form a basic platform and foundation for online instruction at Gavilan College. The four documents should be considered living documents because they will continue to evolve along with the changing needs of our institution and our students. The four documents approved by the Academic Senate at its May 21, 2013 meeting are: Distance Education Best Practices, Distance Education Regular Effective Contact Policy, and Distance Education Student Authentication, all published in April 2012, and Distance Education Master Plan, published in January 2013.

Background:
The Distance Education Committee, a subcommittee of the Academic Senate, has been actively working on providing consistent services to the increased offerings delivered online and on establishing online instruction policy. It has compiled best practices in online instruction and put together parameters to guide online instruction at Gavilan College that provide a professional and equitable environment for online courses. The Distance Education Committee still needs to hear from the faculty on a series of issues and is in the process of creating surveys and collecting feedback, but these four documents constitute a foundation for online instruction at Gavilan College.

Budgetary Implications:
None.

Follow Up/Outcome:

Recommended By: Dr. Steven M. Kinsella, Superintendent/President

Prepared By: Bea C. Lawn, Academic Senate President

Agenda Approval: [Signature of Dr. Steven M. Kinsella, Superintendent/President]
Gavilan College Academic Senate Resolution

Subject: Recommendation on Distance Education Policies at Gavilan College

First Reading: March 5, 2013
Second Reading: May 21, 2013

 Whereas, the Distance Education Committee, a subcommittee of the Academic Senate, has researched existing regulations on online instruction.

 Whereas, the Distance Education Committee has studied best practices in online instruction compiled by other higher education institutions and has put together the kinds of parameters that should guide online instruction at Gavilan College.

 Whereas, the Distance Education Committee is applying what the Distance Education Coordinator, Sabrina Lawrence, has learned about online instruction at Gavilan College through her interactions with instructors and students.

 Whereas, the Academic Senate has been discussing online instruction at Gavilan College and does not want to hold back approval of basic policy documents for Distance Education at Gavilan College until those discussions are concluded.

 Resolved, the Academic Senate recommends that the Board of Trustees accept these four Distance Education documents and adopt them as basic policy for online instruction at Gavilan College while recognizing that they are living documents that will continue to evolve with the changing needs of the institution and its students: Distance Education Best Practices, Distance Education Regular Effective Contact Policy, and Distance Education Student Authentication, all published in April 2012, and Distance Education Master Plan, published in January 2013.

 Lawn
 May 22, 2014