

Appendix D

Distance Education

CCFT and the District agree to form a Distance Education task force composed of the following five members: two CCFT representatives, two District representatives, and the Director of Distance Education. The committee will meet a minimum of once a semester from spring of 2008 through spring of 2010.

The Distance Education task force will: monitor faculty concerns regarding distance education issues, including the issues identified in the “watch list” below; determine what data is needed; gather data and faculty input via surveys and forums; evaluate outcomes over the course of the current contract; and make recommendations to the negotiations teams as needed.

Distance Education Watch List

1. Effective communication with students
 - a. Are electronic discussion groups adequate?
 - b. Should on-site office hours be required?
2. Compensation
 - a. Is compensation adequate for developing online courses?
 - b. Should “pre-packaged” products be treated differently from courses where our faculty developed the curriculum materials?
3. Workload
 - a. What are the appropriate class size limitations for first-time courses?
 - b. What are the appropriate class size limitations for ongoing online courses?
4. Training
 - a. Is adequate tech support and training available for both students and instructors?
5. Faculty with full-time distance education assignments
 - a. Are faculty members participating in shared governance, department/division meetings, curriculum planning, and other activities?
 - b. How do these assignments affect availability to colleagues, students, adjunct faculty, etc.?
6. Assignments
 - a. Should full-time instructors be required to teach online classes?
 - b. Should they be required to teach on-site if they only want online classes?