**GOALS/ACTIONS TAKEN FROM 2015-2017 DE FUNCTIONAL PLAN**

Notes at the end of each item indicate whether the goal is ongoing (\*), or whether we felt it needed modification or whether it properly belonged somewhere else such as Program Review.

One-year Goals/Actions:

* Implement use of OEI student orientation modules
* Develop a handout of skills needed for success in online courses, for use in advising/counseling.
* DE Director will take ownership of EDUC 203 scheduling/teaching (modify)
* Develop and publicize coordinated 2-year schedule of DE course offerings. Form a Distance Education Community Advisory Group with wide-ranging membership including representatives of K12, Workforce, Tribal Councils, and other interested parties. (modify)
* Implement full WebEx™ capabilities for remote access to TelePresence™ courses (modify)
* Develop and offer a DE curriculum development workshop for faculty (modify)
* Conduct an annual review of the indicators used to assess DE outcomes as part of the DEPC planning process each year (program review)

Five-year Goals/Objectives:

* Expand and update OTLT course modules to demonstrate “best practices” in online teaching.\*
* Support faculty participation in @ONE training for online teaching and Peer Review process for OEI.\*
* Develop and publicize coordinated 2-year schedule of DE course offerings.\*
* Work with Enrollment Services to support online admissions and registration process for DE students.
* Work with divisions to identify and develop curriculum to meet all GE areas.\*
* Work with Deans and Directors of academic programs to identify key courses needed for online program completion.\*
* Support faculty in becoming Peer Online Course Reviewers for the OEI\* (modify)
* Support faculty in obtaining training in online pedagogy through @ONE or other OEI-approved methods for teaching in the Online Course Exchange\* (modify)
* Identify specific courses for development and submission to the course exchange (modify)
* Develop mechanisms for supporting faculty in the development of courses for submission to the OEI course exchange (modify)
* Market DE program to external community District-wide (modify)
* Assess outcomes on a regular schedule. (program review)
* Analyze course success rates for students in online sections with those of students in face-to-face sections.\* (program review)
* Provide Canvas training workshops for faculty using the LMS online or in face-to-face course delivery.\* (modify)
* Hire additional DE staff to assist faculty with technical aspects of DE course development.
* Revise process for online handling of student complaints (modify) (work with OISD)
* Recommend that evaluation teams for faculty teaching online contain at least one person who has completed OTLT (or equiv.) (modify)
* Meet each semester with Tech Planning Committee AND Facilities Planning Committee on status of DE and planning for the future.\* (modify)

Possible Things to Add (five OR one year)

* Update DE curriculum form to indicate whether intra-discipline collaboration has taken place.
* Clarify DE curriculum flow and roles of deans/faculty
* Update proctoring instructions and forms; check on finalization of Proctorio for college. Educate people about non-DE faculty interest in Proctorio and the need to connect resources for it to program review.
* DE Handbook needs to be updated (after Proctorio and other changes) and possibly moved to an online-only format using SoftChalk
* Conduct a review of TelePresence implementation and optimization
* Conduct a survey of DE students to gather feedback and satisfaction – also focus groups
* Analyze Faculty DE survey results
* Video studio creation