# Distance Education Committee Minutes from 3/13/19

Present: Karen Bishop, Sherie Burgess, Jay Navarrette, Sarah Phinney, Elisa Queenan, James Thompson

1. Minutes – Minutes from 2/13/19 approved
2. Local POCR - Karen will be at the March 29th, Academic Senate meeting to present our proposal for a local peer online course review (POCR) process. There is a chance they may not get to it at the meeting, and may have to pushed to the following meeting on April 12th.
3. Instructional designer faculty position – There is a plan to hire a faculty position under the existing Title V grant. This faculty position will support DE and technology applications in F2F classes. Sam wants input from the DE Committee on the position description. Sarah drafted a position description which the committee reviewed. There were a few suggestions for modifications to the draft. Sarah will make the suggested changes and submit it to Sam.
4. DE Addendum – The Curriculum Committee was approached to work on modifying the DE Addendum language as soon as possible. Richard contacted Karen and Sarah, and it was agreed that we would try to work out the wording via email. Karen will then attend the Curriculum meeting on March 26th, at which time we hope we will have finalized the changes. Sarah will CC the entire DE Committee with the recent email discussions, so everyone on the committee has a chance to make suggestions.
5. Isaac Smith from Yuja, gave an online demo of the Yuja video creation and content management platform. The college is considering running a pilot of their software. Some of the features include: Integration into Canvas; Ability for both students and instructors to create a recording; Ability to manage content either inside of our outside of Canvas; Analytics can show you how much of the content each student watches and what parts they skip; Streaming adapts to the best experience given the existing bandwidth; AI captions that are 80-90% accurate, with ability to easily edit captions or to assign captioning to a third party; Searchable transcript/captions/slide deck text (if it is a powerpoint recording); Comments can be added to videos from students or instructor that others can see; Ability to attach documents to videos; Ability to create a quiz from a video with students’ scores feeding directly into the Canvas gradebook; Support and training at no extra cost. For more information, visit [www.yuja.com](http://www.yuja.com) or contact Isaac at Isaac.smith@yuja.com
6. Next meeting, April 10, 2019 (2:30 PM) in L-405