Higher Education Consortium of Central California

DISTANCE LEARNING AND TECHNOLOGY COMMITTEE
APPROVED MINUTES

March 29, 2000

MEMBERS PRESENT:
Kathryn Campbell, San Joaquin Delta College
Maithreyi Manoharan, CSU Stanislaus
Matt Rosen, San Joaquin Delta College
Marcella Rodgers-Vieira, HECCC Executive Director
Christopher Volkerts, UC Merced

1. Approval of January 19, 2000, Minutes
The Committee welcomed Chris Volkerts, UC Merced, to his first HECCC meeting. Minutes were approved as read.

2. Digital Cable Television Proposal
Maithreyi Manoharan presented an update report regarding the status of the proposal, as Sam Oppenheim was unable to attend the meeting. The planning grant application was submitted on February 17, 2000. Volkerts requested an electronic copy of the proposal and Rodgers-Vieira agreed to send a copy to all committee members.

3. Videoconferencing
Rosen summarized the HECCC Videoconferencing Status Report which was presented during the January 31, 2000 HECCC Presidents Council meeting. The committee provided additional updates, by institution, regarding the various elements associated with connectivity among the HECCC members. Columbia now has completed their T-1 connection and Delta has their own gateway.

The 4CNet Connection is now operable and scheduling for HECCC meetings can be accomplished online at www.4C.net. Volkerts, from UC Merced, reported that the North and South connection is planned for completion during June 2000. Fresno will be the link location for UC Merced.

4. CSUS Distance Learning Reorganization
Manoharan reported the coordination of the technical and distance learning responsibilities will be combined into one position and report to her office in the near future.
CSU Stanislaus currently has three classrooms equipped with Kodak systems. Since they are planning to expand the number of classrooms equipped with video technology, she requested tours of video classroom facilities be incorporated into the Distance Committee face to face meetings at the various campuses.

5. **Committee Goals and Activities**
The committee discussed and proposed the following goals for 2000-2001:
- Collaborate on instructional technology projects.
- Investigate best practices regarding online course development.
- Establish partnerships for Digital Television Services Plan.
- Explore Electronic Transcript Exchange usage.
- Develop smooth utilization of videoconferencing for HECCC meetings.
- Share campus updates and general technology and distance learning information.

6. **2000-2001 Committee Meeting Calendar**
The committee requested campus tours be incorporated into the meeting agenda to enable members to view the distance education technologies. Rodgers-Vieira will propose a 2000-2001 meeting calendar once the HECCC Executive Board calendar is set.

Respectfully Submitted,

Marcella Rodgers-Vieira
Executive Director