



## Mission

The Oregon Community College Distance Learning Association (OCCDLA) strengthens the professional practice and continuous improvement of distance education, elearning and instructional technology in Oregon through facilitation of an open exchange of knowledge and sharing of experiences.

The Association advocates:

- A student-centered approach that increases educational access for all Oregonians
- Pursuit of collaborative relationships to create vision and meet shared goals
- Shared learning through the participation and contribution of its members
- Exploration and investigation of technologies to enhance teaching and learning
- Creation of new knowledge and professional development of its members
- Building community within the organization

## Values

The organization values:

- Academic excellence
- Quality
- Innovation
- Diversity
- Access
- Student Success
- Creativity

## Membership

The OCCDLA recognizes and respects the diverse size and organizational structures of its member colleges. Membership in the Association is open to all community college personnel interested in distance learning. Each college will designate one OCCDLA member as its institutional representative. The institutional representative is the primary contact and voting member, maintaining an effective communication link between the Association and the college that they represent.

## Leadership

The Association will select co-chairs who will serve a two-year term beginning July 1 and ending on June 30.

The duties of the co-chairs will be to:

- Schedule and facilitate Association meetings as members of the Operations subcommittee and other ad-hoc committees such as agenda planning committees.
  - If a co-chair must leave before their two-year term, the co-chair leaving is responsible for finding their successor.
  - Successor must have prior co-chair experience.
- Serve as liaisons between OCCDLA members and stakeholders.

## Process

The Association will use a participatory decision making process as it develops position statements on issues, proposes amendments to its charter, and approves the selection of co-chairs. In all decisions requiring a vote, information will be provided to primary contacts prior to the meeting at which the vote will take place. Each college represented at a meeting in which a vote takes place, will have one vote. A two-thirds majority of those voting members in attendance will be required.

In some cases, particularly those involving the expenditure or commitment of remaining Oregon Community College Distance Education Consortium (OCCDEC) funds, the OCCDLA may determine that a vote is required.

## Meetings

The Association will hold four quarterly meetings a year, including a summer retreat which will be held annually for the purposes of planning and identifying strategic direction and themes. Fall and spring meetings will be hosted on-site and the winter meeting will be held virtually. All meetings have a virtual meeting presence.

Additionally, the Association will hold a monthly check-in meeting to connect and touch base between the quarterly meetings. The purpose of the monthly meetings is to provide updates on the status of projects and initiatives.

## Strategic Direction

The Association will author a bi-annual strategic direction and share with key stakeholders. The Strategic Direction identifies initiatives and focus areas and serves as the guiding document to support our work projects and budget proposals.

### Strategic Initiatives

Core initiatives identified within the OCCDLA strategic direction:

- Guide funding decisions
- Are guided by the goals of statewide stakeholders
- Are supported by the standing subcommittees:
  - Operations & Infrastructure
  - Professional Development and Quality Course Design
  - Emergent Technology
  - Open Educational Resources
  - Accessibility
  - Student Success and Completion

## Collaboration

The OCCDLA strategic direction will be guided by the statewide goals of stakeholders including the:

- Higher Education Coordinating Committee (HECC)
- Oregon Presidents Council (OPC)
- Chief Academic Officers (CAO)
- Council of Instructional Administrators (CIA)
- Office of Community Colleges and Workforce Development (CCWD)
- Student Success Advisory Committee (SSAC)

The OCCDLA is committed to collaborate with other external stakeholders on projects that support the initiatives identified in our strategic direction.