



DISTANCE LEARNING COMMITTEE

MINUTES FOR JANUARY 24, 2006

Members Attending

X	Barry Andrews	X	Dwight Ayle	X	Terri Beam, co-chair	X	Sarah Daum
	Deb Distante	X	Michelle Grimes-Hillman		Sheryl Hullings	X	Mary Johnson
X	Kerry Stern, co-chair	X	Jill Wilkerson		Mike Acosta, student		

Guests: Carol Craig, Paul Kittle

ITEM	DISCUSSION/COMMENTS	OUTCOME
DL Course Amendment Forms	<p>The following course amendment forms were reviewed:</p> <p>CISW 11 submitted by Vic Zamora BUSR 50 submitted by Glenn Vice BUSC 1A submitted by Glenn Vice BUSS 36 submitted by Bob Farris</p> <p>Terri noted that she currently has 31 course amendment forms pending review.</p>	<p>Courses CISW 11, BUSR 50, BUSC 1A, and BUSS 36 were approved for submission to the Educational Design Committee pending minor revisions. Terri Beam will contact the instructors regarding the changes.</p> <p>To date, 28 courses have been approved by the DLC, and of the 28, 12 have been approved by the EDC.</p>
Reassigned Time	DLC reviewed the draft of the proposal for increasing reassigned time for the Online Learning Faculty Mentor position and for requesting a second 40% OLFM position.	Terri will revise the document and submit it to the Faculty Association.
Blackboard Update	Mary Johnson shared issues that have arisen during her use of Blackboard.	Kerry Stern will schedule a "Show & Tell" meeting during the last week of March for those using Blackboard to share with others.
Distance Learning Update	In addition to Paul Kittle's letter to faculty announcing certification deadlines and workshops, Kerry sent e-mails to all faculty members who need to complete certification before the Summer session. P.O.D. has scheduled several workshops during Spring semester for certification, and Paul stated he needed verifiers for the Task 2 workshops, "Online Communication and Navigation."	DLC members volunteered as verifiers for the following Task 2 workshops: February 2 – Jill Wilkerson April 4 – Mary Johnson and Jill Wilkerson April 26 – Barry Andrews and Carol Craig
DLC Meetings	Tuesday, March 7 th , has been added to the DLC meeting schedule, and the meeting in May will be held on the 9 th , not the 19 th .	Information only.

Next Meeting: Tuesday, February 14, 12:30 – 2:00 p.m., LTC-261