Distance Learning Committee
2017-18

X	Ron Bean	X	Meghan Chen, co-chair	X	Stacie Nakamatsu	X	Michael Dowdle	X	Edwin Estes
	Richard Patterson	X	Sandra Weatherilt, co-chair	X	Hong Guo	X	Jeanne-Marie Velickovic	X	Carol Impara
X	Michelle Newhart	X	Matthew Dawood		Student Rep: vacant				

MINUTES – April 24, 2018

AGENDA ITEM	DISCUSSION/COMMENTS
Approval of DLC minutes: 4/10/18 meeting	Approved with edits
Reports:	
Educational Design Committee (EDC) /Curriculum and Instruction Council (C&I) (Sandra)	DL Plan will be on 4/24 C&I agenda
Information Technology Advisory Committee (ITAC) Report (Rich)	No report
Faculty Professional Development Committee (FPDC) Report (Hong)	No report
Faculty Center for Learning Technology (FCLT) Report (Michelle)	FCLT will be launching a faculty survey soon to ask faculty information about their experiences with FCLT, Canvas, training and to identify needs for the upcoming year. Please encourage colleagues to complete. (IIIC)
Student Report (_____)	
DL Amendments Forms	
FASH 63 (NEW DL offering) MEDI 90 (NEW DL offering) MATH 110 (NEW DL offering) SOC 2 (4-year review) SOC 20 (4-year review)	5 courses approved
DLC Year End Report due to Senate May 1 See OneDrive to review and be prepared for discussion at the 4/24 meeting.	Discussion, edits made and will be submitted to Senate before May 1, 2018. DLC YER report to Senate 2018
AP 4105 Decided to re-visit to get important language in regarding LMS use and Review Process for Program Approval which is an area left blank on the current AP4015.	The DLC spent time revising AP4105, proposing language for the use of College-accepted LMS to deliver online courses for reasons related to authentication and updating the "Review Process for Program Approval" with language pertaining to ACCJC substantive change process request. The final revisions will likely be put forward in Fall 2018. (IIA)

OEI Update (Meghan)	Spring 2018 was the launch of the Online Course Exchange.
	Summary: • 14 students attempted to enroll through the Course Exchange software. • Of those, 10 got through the process. • Of the 10 students, 9 are taking classes at LTCC, 1 at Mt. SAC (GEOG 1). • Of the 14 total, 2 dropped after enrolling and paying for their classes. • Participation in the Course Exchange moved students forward in achieving their educational goals. Some examples: - 4 needed the class(es) offered at LTCC in order to graduate or transfer at the end of this semester. These are courses that Mt. SAC does not offer fully online: POLS 100 and MATH 110. - 2 students maxed out on their repeats for ENGL 1A at Mt. SAC. Being able to repeat it at LTCC means they don't have to travel to another college (IIA)
Announcements:	
DL sessions offered through POD – See POD Calendar	SPOT Orientation Session – Thursday April 26, 5:00 – 6:00 p.m. 6-148 (POD Learning Lab) (IIIC)

Spring 2018 semester dates – 2/27, 3/13, 3/27, 4/10, 4/24, 5/8, 5/22, 6/12 (Finals Week) 8 meetings

DLC Meetings - 2nd and 4th Tuesdays at 1:05 – 2:35 PM in 6-226A
DLC website: http://www.mtsac.edu/instruction/learning/distlearn/
DLC listserv: dlc@mtsac.edu

DLC Accreditation Themes:
- IIA. Instructional Programs – Uses delivery modes, including DL, in support of equity
- IIIC. Technology Resources – Provides support in the use of technology