



# DISTANCE LEARNING COMMITTEE

## MINUTES FOR OCTOBER 10, 2006

### Members Attending

X	Barry Andrews	X	Dwight Ayle	X	Terri Beam, co-chair	X	Sarah Daum
X	Deb Distante	X	Mary Johnson	X	Paul Kittle	X	Jim Smith
X	Kerry Stern, co-chair		Dale Vickers	X	Jill Wilkerson		

**Guests:** Carol Webster

Item	Discussion/Comments	Outcome
<b>Housekeeping</b>	Jim Smith has joined the DLC as the replacement for Michelle Grimes-Hillman, serving out her term of 2004 - 2007.	Information only.
<b>DL Course Amendment Forms</b>	The following course amendment forms were reviewed:  CISP 11 submitted by Anita Millspaugh CISP 41 submitted by Anita Millspaugh	<b>CISP 11 and CISP 41 were approved</b> for submission to the Educational Design Committee pending minor revisions. Terri Beam will contact the instructors regarding the changes.
<b>DL Form</b>	The revised DL form was disseminated for review and minor changes were made.	The form was approved with revisions as noted. The form will be presented to the Academic Senate for review. Terri will bring the finalized new DL form to the next meeting and will put it on the DL website after the Academic Senate approves it.
<b>DL Update</b>	Kerry Stern sent letters to department chairs and associate deans regarding 18 courses that have not been resubmitted for approval by either the DLC or the EDC. The letter stated, "The deadline for resubmitting all existing Distance Learning courses has been extended to the end of Fall semester 2006. All courses that have not been resubmitted and approved by the Distance Learning Committee (DLC) and the Educational Design Committee (EDC) by December 12, 2006 (last meeting of the EDC for Fall semester) will not be offered as an online or online-supported (hybrid) class in Summer or Fall 2007." Kerry previously sent memos to all full-time faculty members, Department Chairs, and Division Deans in November 2004, February 2005, and September 2005, as well as calling all Department Chairs in November 2005.	Kerry has received a number of responses regarding the status of the courses in question.

<b>Academic Senate Update</b>	The DL Strategic Plan and the Strategic Plan for Online Counseling were distributed at the October 5 meeting.	The second reading for the DL Strategic Plan will be at the October 19 <sup>th</sup> meeting, and Terri Beam will be in attendance.
<b>Blackboard Update</b>	A meeting was held with Sheryl Hullings on issues regarding Blackboard and the implementation of Banner. Faculty members who attended training on September 19 and 20 will meet for discussion on October 24 about the next steps for expanding the use of the Blackboard Enterprise System by additional faculty.	Information only.
<b>Strategic Plan for Online Counseling</b>	Jim Smith distributed the Strategic Plan for Online Counseling. He stated that Academic Senate has supported the resolution for Online Counseling. The Online Counseling Team consists of Raul Rodriguez, Tom Mauch, Cynthia Burnett, and Jim. Several counselors have also expressed interest in participating in online counseling.	Jim gave a demonstration of the system and stated he hopes to implement it in November.

**Next Meeting:        Tuesday, October 24, 2006**  
**LTC-261, 1:05 – 2:35 p.m.**

Cc: Curriculum & Instruction Council