



DISTANCE LEARNING COMMITTEE

Members Attending:

X	Shanti Atashpoush	X	Meghan Chen, co-chair		Will Daland	X	Mike Dowdle	X	Tamra Horton
X	Mary Johnson, co-chair	X	Paul Kittle	X	Charles McGruder	X	Rich Patterson	X	Sandra Weatherilt
X	Carol Webster	X	Jill Wilkerson		Student		X	Loralyn Isomura, recorder	

RECOMMENDATIONS

Recommendation	Rationale/Background

COURSE REVIEW

Course ID	Title	Submitted By	Action/Comments

MINUTES

Item	Discussion/Comments	Outcome
Review and approve DLC minutes of 4/26/11 meeting		Approved.
Online Learning Skills Bootcamp (Bb & OU & CS) Around June 20-30, 2011	<p>The next Online Learning Skills bootcamp session will be scheduled between June 27- June 30. The bootcamp will include sessions on pedagogies, Blackboard, OmniUpdate, and Course Studio. We will also try to include one-on-one tutoring sessions or one-on-one Blackboard mentoring.</p> <p>With the decision of a final LMS still being undecided, some faculty are hesitant to attend Blackboard workshops, as their impression is it would be a waste of time. However, faculty should be aware that we will continue to run Blackboard for up to a year. Even after a final decision has been made, it would be beneficial to any faculty member to have some knowledge of any LMS, regardless if we continue with Blackboard or make a switch to MoodleRooms.</p>	OLSC team will work with Shanti, Daniel, and Rick to work on timeline for the bootcamp sessions. Once the timeline is complete, Meghan will send out the timeline all faculty via email.
Progress on Committee Goals	Mary shared a handout outlining the progress on the Distance Learning Committee Goals of 2010-11 (addendum). DLC suggested additional updates to add to the goals.	Mary will continue to update the goals with suggestions made. Mary will submit final draft to Loralyn. (See attachment)
Elearn Conversion Pilot Update – Comparison of functions available in Banner Course Studio, Blackboard, and the newer servers using OmniUpdate	<p>Five people have signed up for pilot so far. For those that cannot make it to upcoming workshop, Daniel is offering to work one-on-one with those requesting his assistance.</p> <p>Carol has posted a draft matrix on the DLC website.</p>	Meghan will prepare and send out an email to all faculty reminding them to back up their Elearn content and will include resources on how to back up the information on Blackboard.

LMS Selection Inquiry	LMS recommendation was sent to C&I and is on their agenda for May 10.	Information only.
Federal Authorization Regulation – Program Integrity Regulations	<p>Meghan brought information regarding a new mandate which involves students interested in taking a distance learning course at Mt. SAC. For each program/course Mt. SAC offers via online, Mt. SAC will need to seek approval from the other state (depending on the official state of residence of students). In order to request approval, we would need to submit an application to that state, which will incur an application fee and, depending on how many programs our college has, could require program fees, as well.</p> <p>Our deadline to fully comply with the new federal regulations is June 2014, but we need to show "good faith" by starting the process.</p>	<p>Loralyn will scan the letter Meghan received from USDOE, and post it on the DLC group site.</p> <p>Meghan will request a list of out-of-state students.</p>
Results of Meeting with EDC Co-chairs	<p>After meeting with EDC, Mary and Meghan were advised to proceed with reviewing DL amendments, as long as original course is in Level 6 of the review process.</p> <p>For those that are in 4-year review, the DL portion would not need to be reviewed again, unless there were significant changes made to the original course.</p>	Mary will review and edit the DL Amendment form.
ePIE – Due in June		Due to lack of time, we will discuss ePIE at the next DLC meeting.
ITAC	LMS recommendation was sent to PAC from ITAC.	Information only.
FPDC	No new reports from FPDC; however, Carol did advise the DLC to let her know of any suggestions or topics that we would like for her to discuss with FPDC.	Information only.
Future Meeting(s)	May 24 th , and June 14 th , 1:05 – 2:35 p.m., LTC-261	

Attachment: DLC Committee Goals and Progress Report 2010-11

Cc: Curriculum & Instruction Council