

DISTANCE LEARNING COMMITTEEMINUTES FOR OCTOBER 25, 2011

Members Attending:

	Shanti Atashpoush	Х	Meghan Chen, co-chair	Х	Will Daland	X Mik		Mike Dowdle		Х	Edwin Estes
Х	Jean Garrett	Х	Mary Johnson, co-chair	X	Paul Kittle	Rich P		ch Patterson		Х	Sandra Weatherilt
Х	Carol Webster	Х	Jill Wilkerson		Student				Loralyn Isomura, recorder		

RECOMMENDATIONS

Recommendation	Rationale/Background				

COURSE REVIEW

Course	ID	Title	Submitted By	Action/Comments		

MINUTES

MINUTES					
Item	Discussion/Comments	Outcome			
Approval of DLC Minutes:October 11, 2011June 14, 2011		October 11, 2011 – Approved , as modified. June 14, 2011 – Approved .			
DLC Goals for 2011-12	Committee reviewed 2010-11 DLC Goals to update for 2011-12 and report to C&I by November 14 th . With the newly selected LMS, Moodlerooms, currently being implemented, Jean suggested to specify Moodlerooms in goal #1. Goals #2-4 were left as is.	Loralyn will revise report to reflect current year and modification to goal #1. Goals will be submitted to C&I with minutes for October 11, 2011.			
Moodlerooms Update	Mary emphasized the need to find other ways to communicate Moodlerooms (MR) to the campus. Mary shared a suggestion given to her to create a handout for C&I, which can then be passed to Academic Senate (AS). Other suggestions included a more direct approach to faculty by going directly to department chairs and/or deans and also getting various cohorts to work together through the process of learning and development. Mary was also invited to present at the Spring Flex Day on Friday, February 24, 2012. No matter what type of communication is used, the consensus is that faculty should not underestimate the transition to Moodlerooms and should begin to learn and develop courses in Moodlerooms now.	Mary will prepare the first edition of the <i>Moodlerooms Newsletter</i> to be attached to the minutes for October 11, 2011 and shared at the next C&I meeting on Tuesday, November 8 th . Updates on our transition to Moodlerooms can be found by going to the Online Learning Support Center (OLSC) website listed below: http://www.mtsac.edu/instruction/learning/olsc/			
DL Student Evaluation using SurveyDIG Online student evaluations for distance learning professors teaching 16-week courses will be deployed by the 10 th or 11 th week. Those professors due for student evaluations,		Information only.			

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	depending on contract status or as required for	
	adjunct professors, will receive an automated	
	email notifying them of when the evaluations	
	are sent out. Professors should advise students	
	to watch for the email in their portal account.	
	to water for the email in their portal account.	
	Should a student accidentally delete the email	
	containing the link for the evaluation, he/she	
	may also go their portal and click on one of the	
	three following links: 1) Student Detail	
	Schedule, 2) Active Registration, or 3)	
	Registration History. Once an evaluation is	
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	complete for a specific CRN, the link is deleted	
	from all areas.	
Online Learning Skills	A tentative schedule for Moodlerooms Basic	
Bootcamp (Tentative)	Training (MRBT) was distributed. In addition to	
Schedule	MRBT, open mentoring sessions and mentoring	
Scriedule	with Emily Danler (Moodlerooms) will be	
	available. After completion of MRBT, faculty can	
	also register for workshops focused on	
	Gradebook, Assessments, and/or	
	Communications.	
	Carol shared her proposal for MRBT, which	
	consists of two parts. Part one, 2-hours	
	covering very basic LMS/MR features, would	
	include an overview of MR (following "L3"	
	approval requirements). "L3" is a code in Banner	
	that is assigned to a professor when he/she has	
	completed one of MR approval requirements	
	and has attended either an Overview and	
	Course Building Fundamentals or a four-hour	
	MR basics training workshop.	
	Wik basics training workshop.	
	Various scenarios were requested to test the	
	functionality of meta-courses versus groups in	
	MR. Scenarios already suggested were team-	
	taught courses, such as HUMA1, courses with	
	credit and non-credit students enrolled in one	
	class, lecture/lab combinations and/or	
	combined lab sections. Another scenario is that	
	of a professor who teaches more than one	
	section of the same prep having the ability to	
	combine, or not combine, students when	
	needed. Committee was advised to discuss	
	more scenarios with colleagues and bring any	
	other scenarios they find to the next meeting on	
DI C	Tuesday, November 8 th .	
DL Course Compliance	Tabled.	
Survey		
Standing Items:		
EDC/C&I	Tabled.	
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ITAC Report	Tabled.				
FPDC Report	Tabled.				
Next Meeting	Next Meeting November 8, 2011				
DLC Meetings – 2 nd and 4 th Tuesdays at 1:05 – 2:35 PM in LTC-261					
DLC website: http://www.mtsac.edu/instruction/learning/dlc/					
DLC listserv: dlc@mtsac.edu					
DLC group on Group Studio					

Cc: Curriculum & Instruction Council