



DISTANCE LEARNING COMMITTEE

2012-13

PURPOSE: The purpose of the Distance Learning Committee is to discuss, review, and evaluate distance learning modes of instruction, and recommend and promote best practices and new opportunities for distance learning and teaching.

FUNCTION: The Committee's functions are to

- evaluate and recommend approval of Distance Learning Course Amendment Forms
- recommend policy changes pertaining to distance learning
- evaluate and promote a variety of effective practices and standards for distance learning
- provide a forum for sharing and collaboration among distance learning faculty by sponsoring informational meetings, discussions, and workshops pertaining to distance learning

Agenda – Oct 09, 2012

ITEM	DISCUSSION / COMMENTS
Approval of DLC minutes: 9/25/12 meeting (5 min) - Mary	Information
Preview of new Online Learning Readiness Survey (15 min) Hugo	Could Will preview to counseling?
Student Evals – new faculty process (20 min) Mary & Meghan	
Development of Distance Learning Plan – (60 min) – Mary & Meghan	Close in on finalizing the plan matrix
Potential changes to contract for DL – update from meeting with Jennifer Galbraith yesterday (15 min) – Mary & Mike	
Standing Items:	
Curriculum: EDC /C&I -	
ITAC Report (Paul)	
FPDC Report (Carol)	
Other	

Next meeting Oct 23, 2012

Remaining Meetings this semester –Oct. 23, Nov. 13, Nov. 27, Dec. 11

DLC Meetings - 2nd and 4th Tuesdays at 1:05 – 2:35 PM in LTC – 261

DLC website: <http://www.mtsac.edu/instruction/learning/distlearn/>

DLC listserv: dlc@mtsac.edu

DLC group on Group Studio