



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 – Nov 27, 2012

ITEM	DISCUSSION / COMMENTS
Approval of DLC minutes: 11/13/12 meeting (5 min) - Mary	Information
DL Reg Compliance Survey (5 min) Mary and Meghan	Overview of the results
Development of Distance Learning Plan (60min) – Mary & Meghan	Finalize the plan for submission to C & I
Discussion of definition of “substantive” changes for DL Amendment Forms (15 min) Mary and Meghan	
Do we need a meeting on Dec. 11? Next semester’s schedule (5 min) Mary	
Maintaining a Quality Distance Education Program Webinar – Dec. 10, 2012, 9-12pm (5 min) Mary and Meghan	Presented by State Chancellor’s Office. Who is interested in attending?
Standing Items:	
Curriculum: EDC /C&I – CIS addendum approvals	
ITAC Report (Paul)	
FPDC Report (Carol)	
Other	

Next meeting Dec. 11 (if needed!) or Feb 26, 2013 (first meeting of spring semester)

Remaining Meetings this semester –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