



DISTANCE LEARNING COMMITTEE

MINUTES FOR OCTOBER 8, 2013

Members Attending:

| | | | | | | | | | |
|---|-------------------|---|------------------------|---|---------------------------|---|-------------------------|---|-------------------|
| X | Shanti Atashpoush | X | Meghan Chen, co-chair | X | Will Daland | X | Mike Dowdle | X | Edwin Estes |
| X | Jean Garrett | X | Mary Johnson, co-chair | X | Paul Kittle | X | Jeanne Marie Velickovic | X | Sandra Weatherilt |
| X | Carol Webster | X | Jill Wilkerson | X | Jose Collazo, Student Rep | | | | |

RECOMMENDATIONS

| Recommendation | Rationale/Background |
|----------------|----------------------|
| | |

COURSE REVIEW

| Course ID | Title | Submitted By | Action/Comments |
|-----------|-------|--------------|-----------------|
| | | | |
| | | | |

MINUTES

| Item | Discussion/Comments | Outcome |
|--|--|---|
| Approval of DLC Minutes: 9-24-13 meeting | | Approved, as edited |
| Support a Mock Review for Accreditation? | An updated version of the invitation was shared and reviewed. It was decided that the logistics in the process need to be confirmed and included in the invitation. Additionally, it was suggested that purpose for the Mock Review, i.e. to assure accreditation, is included in the invitation. It was mentioned that faculty members of the DLC, especially the DL Coordinators, Mary Johnson and Sandra Weatherilt participate as reviewers in Mock Review. | Mock Review logistics will be confirmed and invitation letter will be revised for distribution. |
| Student Evaluation Process – share as needed | Mary shared the process (as a review) for Student Evaluations and Classroom Visitation Evaluations. To illustrate this, she provided a table, “Distance Learning Student Evaluations – Online Deployment Process”. Meghan has reminded division managers of the process. Meghan informed the committee of an upcoming Pilot allowing non DL faculty who are in Year 2 and 3 to test the online evaluation process for their traditional courses. | Information only |
| CVC Grant content for input – \$16.9M State Grant | Meghan provided her working copy of the 16 page “Application Annual Work Plan” for input from the committee. The Application is due October 14, 2013. Discussion followed, with Meghan requesting input from the committee. | The committee was encouraged to email additional input before the Application due date. |
| Standing Items: | | |
| EDC/C&I | | |
| ITAC Report | | |
| FPDC Report | | |
| Next Meeting Dates | Oct 22, Nov 12, Nov 26, Dec 10 | |
| DLC Meetings – 2nd and 4th Tuesdays at 1:05 – 2:35 P 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