



DISTANCE LEARNING COMMITTEE

2014-15

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|---|-------------------|---|------------------------|---|----------------------------|---|-------------------------|---|-------------------|
| x | Ron Bean | | Meghan Chen, co-chair | x | Will Daland | x | Michael Dowdle | x | Edwin Estes |
| x | Richard Patterson | x | Mary Johnson, co-chair | | Paul Kittle | x | Jeanne-Marie Velickovic | x | Sandra Weatherilt |
| x | Carol Webster | x | Jill Wilkerson | | Student Rep Arianna Rivera | | | | |

Minutes – February 24, 2015

| Course ID | Title | Submitted By | Action/Comments |
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| ITEM | DISCUSSION / COMMENTS |
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| Approval of DLC minutes: 12/9/14 meeting (5 min) - Mary | Approved as modified |
| Standing Items: | |
| Curriculum: EDC /C&I (Mary) BUSL18 | Tabled until next meeting |
| ITAC Report (Paul) | No report – no meeting this term yet |
| FPDC Report (Mike) | No report – no meeting this term yet |
| Student Report (Arianna) | |
| Proctored exams for full online courses during finals (10 min) – Guest: Bailey Smith | <p>Issue: Bailey Smith presented statistics on current final exam usage, including the existence of long lines during peak times and inadequate space.</p> <p>Short-term Solution: Testing services is planning to open room 6-160 during finals week with staffing for monitoring. This will be communicated to faculty.</p> <p>Long-term Solution: informing faculty of LMS options for exam test-taking.</p> <p>The DLC was informed of the new procedure that allows students from hybrid courses to come in testing services to take make-up exams.</p> |
| OEI Grant – Information on OEI Conference – Feb 19-20 in San Diego (10 min) – Mike | The Common Course Management System (CCMS) for OEI was announced as Canvas. The tutoring service selected was Net Tutor. Michael Dowdle, Paul Jefferson, and Bailey Smith attended the OEI Conference in San Diego. |
| Accreditation Institute – Information on institute – Feb 19-20 in San Mateo | Paul Kittle and Mary Johnson attended the Academic Senate California Community College (ASCCC) Accreditation Institute. Much information was brought back and shared with the DLC. Once the presentations are posted on the ASCCC website, the presentations will be shared. One important note: ACCJC standards have changed and will be implemented for all schools visited starting spring 2015. |
| Moodlerooms Usage – Potential Plan (10 min) – Mary, Paul, and all | Tabled |
| DL Faculty Inquiry Group (FIG) | Tabled |

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| (5 min) – Mary and Sandra | |
| DLC Purpose, Function, and Membership changes? (5 min) – Mary | Tabled |
| DLC Goals (15 min) – Mary | Tabled |
| Other : Upcoming topics: DL Plan, AP 4105 updates | |

Next meeting: Mar 10

Spring 2015 semester dates –Feb. 24, Mar. 10, Mar. 24, Apr. 14, Apr. 28, May 12, May 26, Jun. 9

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