



DISTANCE LEARNING COMMITTEE

MINUTES FOR OCTOBER 28, 2014

Members Attending:

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

RECOMMENDATIONS

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

COURSE REVIEW

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

| Item | Discussion/Comments | Outcome |
|---|--|---------|
| Approval of DLC Minutes: 10-14 meeting | Approved as is | |
| OEI Grant | <p>Mary reported that three Mt. SAC faculty submitted courses to the OEI pilot. The following three faculty were thanked for their participation: Michael Dowdle, Elizabeth Lobb and Paul Jefferson.</p> <p>It was also officially reported in AS President's report of the DLC spear-heading the OEI pilot. Mary will send an email thank you to the three faculty participants.</p> <p>The DLC will communicate questions to our staging pilot director to address any faculty concerns.</p> <p>Questions that arise and need timely response may be directed to the DLC via email between meetings.</p> | |
| Faculty Focus Group | Scheduled for 10/29 1:00 p.m. – 2:30 p.m. Ten faculty plan to attend. The agenda was presented. | |
| Student Usability Event | <p>Scheduled for Tuesday 11/4 12:00 p.m. – 1:00 p.m.</p> <p>There are six stations planned and we will need 7-8 volunteers to assist during the event. Ariana will sign up as a participant and will be available for assisting if needed. The following DLC members offered to assist: Meghan, Ron, Carol, Paul, Mary and Sandra. Ron will invite Rick Nguyen and Eric Turner to join us.</p> <p>Twenty one students have registered to date.</p> | |
| MR Usage | Paul presented information on our current MR storage. We are currently over the "contracted storage". We discussed potential procedures for removing old courses from MR including old Bb conversions still residing on the server. DLC suggested checking the departments' rotation schedule to help determine appropriate timing of course removal. | |

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| Standing Items: | | |
| EDC/C&I | No report | |
| ITAC Report | No report | |
| FPDC Report | A Faculty Inquiry Group (FIG) is being offered by POD on Friday 11/7 9:00 a.m. – 1:00 p.m. Mary, Sandra and Meghan plan to attend and encouraged DLC members to attend if available. Discussion followed about the potential for DLC-sponsored FIG. | |
| Associated Student Report | Arianna reported on the AS stand as neutral for the upcoming election to add Foothill Transit Bus Pass fee to Student Fees. | |
| Next Meeting Dates | 11/25/2014, as 11/11/2014 is Veteran's Day and the campus is closed. | |
| 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