



DISTANCE LEARNING COMMITTEE

2015-16

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
- Facilitate the implementation and update to the Distance Learning Master Plan
- Coordinate with campus committees and other constituencies with regards to distance learning

Agenda – April 12, 2016

ITEM	DISCUSSION / COMMENTS
Approval of DLC minutes: 3/22/16 meeting (5 min) - Mary	
Standing Items:	
Curriculum: EDC /C&I (Mary)	
ITAC Report (Paul)	
FPDC Report (Mary/Sandra)	
Student Report (unassigned)	
OEI Update – A review of the mini-consortium - Memorandum of Understanding (MOU) (5 min) -- Mary	OEI Local Implementation team has been formed. OEI leads will be conducting a meeting with us and we are awaiting the date selected for the meeting.
Potential Modification of Student Evaluation Form for DL classes (H.2.e) (30 min) – Mary and Sandra	
Canvas LMS Recommendation (20 min) – Mary and Michelle	We are ready to decide on a recommendation regarding Canvas. What should it include?
Requesting Proctorio volunteers – Online Proctoring software provided in the OEI pilot (5 min) - Mary	Would anyone be interested in testing this proctoring software using a no or low stakes assessment?
DLC Goals (20 min) – Mary and all	Discussion on completed outcomes/accomplishments for the year

Next meeting: April 26, 2016

Spring 2016 semester dates –Feb. 23, Mar. 8, Mar. 22, Apr. 12, Apr. 26, May 10, May 24, No June mtg

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