

**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

**This is the LAST meeting of the semester!**

### Agenda – May 24, 2016

ITEM	DISCUSSION / COMMENTS
<b>Approval of DLC minutes: 5/10/16 meeting (5 min) - Mary</b>	
<b>Standing Items:</b>	
<b>Curriculum: EDC /C&amp;I (Mary)</b>	
<b>ITAC Report (Paul)</b>	
<b>FPDC Report (Mary/Sandra)</b>	
<b>Student Report (Bree Lizama)</b>	
<b>DLC Annual Update (20 min) – Mary and all</b>	
<b>DL Classroom Evaluation</b>	
<b>DL Student Retention and Success Rates</b>	Ideas for raising the levels, including for disaggregated (special/at risk) student populations. Implications for faculty and student development.
<b>ELearning Week scheduled for August 2-4</b>	Topics: Accreditation will be the focus MR? Canvas? Other workshop ideas? (Zoom, CCConfer) Any DLC volunteers for facilitating workshops during ELearning Week. We'd love the help!
<b>Flex Proposal: Is your DL Course Ready for Accreditation?</b> was submitted to Flex Team	
<b>Proctorio Demo (15 min)</b>	
<b>OEI Update (5 min) -- Mary</b>	Table
<b>Canvas LMS Recommendation Draft (30 min) – Mary, Sandra, and Meghan</b>	

**Next meeting: September 13, 2016 \*No August meeting**

**Fall 2016 semester dates – Sept 13, Sept 27, Oct 11, Oct 25, Nov 8, Nov 22, Dec 13**

DLC Meetings - 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays at 1:05 – 2:35 PM in LTC – 261

DLC website: <http://www.mtsac.edu/instruction/learning/distlearn/>

DLC listserv: [dlc@mtsac.edu](mailto:dlc@mtsac.edu)

DLC group on Group Studio