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|  | Distance Learning Committee**2017-18** |  |
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| **X** | Ron Bean | **X** | Meghan Chen, co-chair |  | Stacie Nakamatsu | **X** | Michael Dowdle | **X** | Edwin Estes |
| **X** | Richard Patterson | **X** | Sandra Weatherilt, co- chair |  | Hong Guo | **X** | Jeanne-Marie Velickovic | **X** | Carol Impara |
| **X** | Michelle Newhart | **X** | Matthew Dawood |  | Student Rep: vacant |  |  |

**MINUTES– June 12, 2018**



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| **AGENDA ITEM** | **DISCUSSION/COMMENTS** |
| Approval of DLC minutes: 5/22/18 meeting | Minutes approved. |
| **Reports:** |  |
| Educational Design Committee (EDC) /Curriculum and Instruction Council (C&I) (Sandra) |  |
| Information Technology Advisory Committee (ITAC) Report (Rich) | ITAC Report from June 4th meeting:Minutes from May 7, 2018 meeting were reviewed and approved.1. Chris Rodriguez, Manager, Technical Services Engineering gave the committee a detailed review of the Audio-Visual Standards for new buildings and classrooms. Rich passed around a PowerPoint presentation that Chris used.
2. Chris Schroeder from I.T. gave the committee an update

on the Security Policy. He has since sent out a link to the committee members where the proposed changes to the AP and BP for the new information security policy can be reviewed.1. Next meeting is scheduled for Monday, September 10,

2018 |
| Faculty Professional Development Committee (FPDC) Report (Hong) | - |
| Faculty Center for Learning Technology (FCLT) Report (Michelle) | FCLT Flex Day Proposal for “Canvas Confidential” |
| accepted. | IIIC. |  |
| Student Report (\_ \_ ) | - |
| **DL Amendments Forms** |  |
| RTV 24 \* New DL course RTV 18 \* New DL course PLGL 39 \* New DL course PLGL 37 \* New DL course PLGL 35B \* New DL course (as of Fall, will be called PLGL 35) | 5 courses approved**Summary of DLC review of DL Amendment Forms 2017-2018**These last courses will bring our grand total ofreviewed courses **103 courses**; 50 new DL offerings and 53 courses for 4-year review. IIA.Well done DLC! |

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|  | **Summary of SPOT 2017-2018**145 faculty enrolled and began the process to become SPOT certified; **38 faculty** certified as of June 11, 2018 and 4 “in process”. IIA. |
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| 1. OEI UpdateRecommendation to Senate for continuing with OEI | Annual Report of Committees shared with DLC which included an overview of OEI and all other DLC |
| accomplishments for the year. | IIA. |  |
| 2. Vendor Presentations:SoftChalk: <https://softchalk.com/cloud/>recommend looking at the sample lessons and other items of interest under the SoftChalk Cloud area. This does integrate fully with Canvas including grading and has additional analytics, so these and the interactivity may be the most interesting aspects.Kaltura video platform app in Canvas: [https://corp.kaltura.com/products/education/lms-](https://corp.kaltura.com/products/education/lms-video-plugins/) [video-plugins/](https://corp.kaltura.com/products/education/lms-video-plugins/)This page captures some of what Kaltura does, thesix and a half minute Canvas Video app gives a helpful overview. | DLC viewed two vendor presentations.Both programs offered excellent tools for creating personalized and engaging content for students in all courses. IIIC. |
| **Announcements:** |  |
|  | FCLT Flex Day Proposal for “Canvas Confidential” accepted. IIIC.Carol will be doing a Department Chair presentation in August for the SPOT process and DL certification.SPOT Flex Day presentation also approved. Carol will present. IIA., IIIC.**Next DLC meeting is August 28th, 2018.** |

# Spring 2018 semester dates – 2/27, 3/13, 3/27, 4/10, 4/24, 5/8, 5/22, 6/12 (Finals Week) 8 meetings

**DLC Meetings - 2nd and 4th Tuesdays at 1:05 – 2:35 PM in 6-226A**

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

**DLC Accreditation Themes:**

* IIA. Instructional Programs – Uses delivery modes, including DL, in support of equity
* IIIC. Technology Resources – Provides support in the use of technology