



Distance Learning Committee

2016-17

x	Ron Bean	x	Meghan Chen, co-chair		Stacie Nakamatsu	x	Michael Dowdle	x	Edwin Estes
x	Richard Patterson	x	Sandra Weatherilt, co-chair	x	Hong Guo	x	Jeanne-Marie Velickovic	x	Carol Impara
x	Michelle Newhart	x	Jill Wilkerson		Student Rep: Joshua Aligam				

MINUTES – JUNE 13, 2017

ITEM	DISCUSSION / COMMENTS
Approval of DLC minutes: 523/17 meeting	Minutes approved
Reports:	
Educational Design Committee (EDC) /Curriculum and Instruction Council (C&I) (Sandra)	No report
Information Technology Advisory Committee (ITAC) Report (Rich)	Purpose and function statement discussed. Chris Schroeder enlisted volunteers for security policies for AP 3720 – Computer Use.
Faculty Professional Development Committee (FPDC) Report (Sandra)	No report
Student Report (Joshua Aligam)	-
FCLT Reports (Michelle) Faculty Center for Learning Technology	See POD Calendar for Canvas trainings. August 17 – Intensive Series, morning and afternoon sessions, one for traditional courses and one session for DL Two Canvas themed sessions will be offered on Flex Day, presented by Michelle Newhart, Hugo Aguilera and Hong Guo <ul style="list-style-type: none"> Six Clever Ways to Get Things Done in Canvas Using the Library as Your Secret Course Design Partner in Canvas One DL session will be offered, presented by Sandra Weatherilt and Carol Impara <ul style="list-style-type: none"> Encouraging Student-to-Student Interaction In Your DL Course: Discussion Forums, Collaborations and Beyond!
Discussion:	
DL Plan	Review DRAFT Meghan sent on 4/17 pages 2-10 for discussion at 5/23 DLC meeting FYI – Meghan talked about the OER Equity Textbook Grant \$150,000 due September 28, 2017.
AP 4105 revision	DL/SPOT recertification for DL faculty Continued discussion
Farewell Jill Wilkerson	Jill Wilkerson is retiring and the DLC thanked her for her service to the Committee and to the College. Jill has provided a wealth of knowledge and guidance to the DLC for approving DL courses.
Thank you to Michelle Newhart for work on Canvas communication to campus and transition	Meghan acknowledged Michelle Newhart of the FCLT for her work on the communication to the College on the transition from Moodlerooms to Canvas and for her continued work supporting faculty.

Announcements:	
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Spring 2017 semester dates – Feb 28, Mar 14, Mar 28, Apr 11, Apr 25, May 9, May 23 and June 13

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