



DISTANCE LEARNING COMMITTEE

MINUTES for January 27, 2004

Members Attending

Staff

	Dwight Ayle	X	Terri Beam, co-chair		Sarah Daum		Carol Craig
X	Mark Fernandez	X	Michelle Grimes-Hillman	X	Tom McFarland		Paul Kittle
X	Kerry Stern, co-chair		Gina Tjaden	X	Glenn Vice		
X	Jill Wilkerson	X	Barry Andrews				

Guest: Sandra Esslinger, Ann Marie West

ITEM	DISCUSSION/COMMENTS	OUTCOME
Success and Retention Study	Visitor, Ann Marie West, from Research and Institutional Effectiveness, discussed several options regarding new studies on retention and success with DL courses and students – 1) use a modified formula for calculation of success (remove W's and I's from formula) and compare results to current formula values, 2) compare our R & S results with other "benchmark" schools in our area, 3) modify SOLAR quiz and compare results after one or two terms to current results.	DLC asked Ann Marie to determine results with the modified success formula, to bring them back to the committee, and to keep DLC informed of the study with other schools. The committee will notify her when to determine new results after modification of SOLAR Quiz.
DL Course Approval & Certification for Online Teaching	Documents regarding these two proposed processes for the campus were approved at the 01-22-04 Academic Senate meeting. Many questions were raised regarding when the documents and processes would be available for use and implementation. Approval at the next level is still needed before implementation can occur.	Robertson Wellen will inform the campus when these two documents and processes will be available for use.
Online Teaching Strategies class	This new Staff & Organizational Learning class, which started on 01-23-04, has enrolled 13 participants, spans 11 weeks, and involves three modules (18 activities) with hands-on online teaching skills and pedagogy information.	Information only.
Add DL Language to Faculty Evaluation Process	Faculty Association has asked the DL Task Group, who worked on the Certification for Online Teaching process, to address the regular faculty evaluation process mentioned in the Faculty Agreement and add language that would be appropriate for DL instructors. This information will be submitted to FA for approval. This Task Group needs another faculty member from DLC, since Glenn Vice is on leave this semester.	Barry Andrews has volunteered to assist the DL Task Group with this task.

Next Meeting: **Tuesday, February 24, 2004, 12:30 – 2:00 p.m., 6-144**

cc: Curriculum & Instruction Council