DISTANCE LEARNING COMMITTEE

MINUTES FOR SEPTEMBER 26, 2006

Members Attending

X	Barry Andrews	X	Dwight Ayle	X	Terri Beam, co-chair		Sarah Daum
X	Deb Distante	X	Michelle Grimes-Hillman	X	Mary Johnson	X	Paul Kittle
X	Kerry Stern, co-chair	X	Dale Vickers	X	Jill Wilkerson		

Guests: Joe Vasquez, Carol Webster

Item	Discussion/Comments	Outcome
Housekeeping	Dale Vickers was welcomed to the DLC. Due to scheduling conflicts, he has asked Joe Vasquez to attend on a regular basis for on-going IT representation. Dale will attend meetings when he is available as a guest.	Information only.
Conference	On October 6, Terri Beam will make a presentation on SPOT at the "Strengthening Student Success: What Counts?" conference in San Diego.	Information only.
DL Update	List of existing Distance Learning courses that have not been re-approved by the DLC was distributed.	Kerry Stern will send a letter to the faculty developers, department chairs, and associate deans of these courses to remind them of the deadline for approval.
New DL Form	The revised DL form was disseminated for review and additional changes were made.	Terri will talk to Matt Judd for clarification regarding the Weekly Schedule of Activities and bring the latest revision to the next DLC meeting.
Banner	Several DLC members attended the Banner Kickoff presentation. Discussion followed regarding deadlines and timelines. There is much work to be done. It was noted that Vic Belinski's wealth of knowledge regarding Banner will be very beneficial for the implementation.	Paul Kittle will send the Banner timeline to the DLC listserv.
Academic Senate Update	Michelle Grimes-Hillman reported the first reading of the DL Strategic Plan will be October 5, and the second reading on October 19. In her position as Academic Senate President, Michelle stated she is required to be a member of numerous committees. She has decided to remove herself from the DLC.	Terri Beam will attend the second reading. Michelle will determine an appropriate replacement for herself on the DLC.

SPOT Issues	Of the 15 faculty members that remain on the SPOT progress report, only five have done anything, and one is signed up for the Task 2 workshop. Accessibility tests and access to Mt. SAC Blackboard courses by verifiers are issues that need to be addressed before Blackboard can be incorporated into the Certification for Online Teaching process.	Paul will send an e-mail to determine the interest level. Those who don't respond will be removed from the chart. A sub-committee was formed, Deb Distante, Paul Kittle, and Jill Wilkerson, to discuss possible solutions and report back to the DLC.
Blackboard Update	DLC members, Barry Andrews, Dwight Ayle, Terri Beam, Deb Distante, Mary Johnson, Paul Kittle, Carol Webster, and Jill Wilkerson attended *"Blackboard System Essentials Training."* Training addressed the Blackboard Community and Content systems as well as systems administrator training. Workshops for *Blackboard Basics* are filling quickly. Currently, 166 faculty members have Blackboard accounts, and over 10,000 students are taking Blackboard-supported classes.	Next steps – OLSC staff are considering some approaches for how to expand the use of the Blackboard Enterprise System by additional faculty. Those faculty members who attended the *"Essentials Training"* will meet for discussion on October 24.
Other	Paul will attend the California Web Accessibility Conference in Long Beach on September 28-29 and hopes to incorporate information he gathers on accessibility issues into the OLSC and Blackboard. Prior to the next meeting, Terri will randomly select committee members to check DL Course Amendment forms for punctuation and grammar.	Information only.

Next Meeting: **Tuesday, October 10, 2006**
LTC-261, 1:05 – 2:35 p.m.

Cc: Curriculum & Instruction Council