



DISTANCE LEARNING COMMITTEE

MINUTES FOR MARCH 13, 2007

Members Attending

X	Barry Andrews	X	Dwight Ayle	X	Terri Beam, co-chair		Sarah Daum
X	Deb Distante	X	Mary Johnson	X	Paul Kittle	X	Jim Smith
	Kerry Stern, co-chair		Joe Vasquez	X	Jill Wilkerson		

Guests: Carol Webster

Item	Discussion/Comments	Outcome
DL Course Amendment Form	<p>The following course amendment form was reviewed:</p> <ul style="list-style-type: none"> AHIS 1 re-submitted by Cristina Hernandez <p>Terri Beam reported that the DL course amendment form is not being considered at this time for placement into Banner.</p>	<p>AHIS 1 was approved as amended for submission to the Educational Design Committee.</p> <p>Terri will talk to Matt Judd and Ginny Burley about the feasibility of attaching the DL Form to Web CMS.</p>
DL Pending Courses	<p>Terri noted that 2005-06 DL courses, that are pending EDC approval due to changes needed and have not been resubmitted to the EDC for review by the end of the 2007 Spring semester, are being recommended to be removed from the EDC Consent Agenda.</p>	<p>Two DL courses from 2005-06 are pending: CISW 11 and SOC 20.</p>
Conferences	<p>League for Innovation in the Community College CIT conference is November 11-14, 2007 in Nashville, TN.</p> <p>TechEd Conference is March 26- 28, 2007 in Ontario, CA.</p> <p>Great Online Teachers Seminar will be in San Diego, April 26 – 28.</p>	<p>Deadline for call for proposals is March 23.</p> <p>Paul Kittle will be attending.</p> <p>Mary Johnson will be attending.</p>
DL Conference	<p>DLC reviewed the time schedule for the upcoming conference and the tentative topic breakout sessions.</p>	<p>Each breakout leader was asked to develop five or six questions for each topic and bring to the next meeting. Terri will create a "Save the Date" campus announcement/flyer to be sent out before the end of the month.</p>
Blackboard Issues	<p>Discussion continued regarding two main ongoing issues – passwords and access to Blackboard courses. These issues cause difficulty in the following specific instances:</p> <ol style="list-style-type: none"> SPOT verifications cannot be done (logging into another instructor's Blackboard course for certification purposes) 	<p>Committee proposed that a letter listing concerns, priorities, and recommendations regarding Blackboard issues be drafted and sent forward. Terri and Kerry will draft a letter and bring back to the committee for review.</p>

	<ol style="list-style-type: none">2. Classroom Visitation for DL instructors cannot be done (contractual)3. OLFM cannot mentor faculty in their Blackboard course development4. Instructors cannot see the student perspective to verify functions5. Colleagues cannot share Bb course development ideas	
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Next Meeting: Tuesday, March 27, 2007
LTC-261, 1:05 – 2:35 p.m.

Cc: Curriculum & Instruction Council