



DISTANCE LEARNING COMMITTEE

Members Attending:

X	Shanti Atashpoush	X	Meghan Chen, co-chair	X	Will Daland	X	Mike Dowdle	X	Tamra Horton
X	Mary Johnson, co-chair	X	Paul Kittle	X	Charles McGruder	X	Rich Patterson	X	Sandra Weatherilt
X	Carol Webster		Jill Wilkerson		Student	X	Loralyn Isomura, recorder		

RECOMMENDATIONS

Recommendation	Rationale/Background

COURSE REVIEW

Course ID	Title	Submitted By	Action/Comments
HRM 91	Hospitality Work Experience	Dr. Fawaz Al-Malood	In review; decision will take place on 6/14/11
HRM 60	Hospitality Purchasing	Dr. Fawaz Al-Malood	In review; decision will take place on 6/14/11

MINUTES

Item	Discussion/Comments	Outcome
Review and approve DLC minutes of 5/10/11 meeting		Approved, with minor edits.
Bootcamp (Bb & OU & CS) Around June 27-30, 2011	Carol shared final bootcamp schedule (see attachment #1). Faculty can sign up for the sessions through POD.	Information only.
Purpose and Function and Membership	<p>The current Purpose and Function statements of DLC were reviewed for accuracy. Mary advised other members to make any suggestions on our current statements for a final submission to C&I and Diana Casteel for the 2011-12 academic year.</p> <p>Members also reviewed current membership and membership for the 2011-12 academic year. Meghan thanked Tamra Horton and Charles McGruder for their participation on DLC as this meeting was the last meeting they were attending.</p> <p>Suggestions were made to change the name of the <i>Coordinator of Online Learning Support Center</i> to Learning Management Systems Administrator Information Technology Representative (Application Enterprise Rep.).</p> <p>Another suggestion was also made to request representation from the Division Administrative group, as all course scheduling is discussed with and input by Division Administrative Secretaries, Division Secretaries, and/or other division clerical support. With representation</p>	Mary will finalize the Purpose and Functions Statements and the membership list and forward to C&I and to Diana Casteel.

	<p>from such group, classified can voice their input regarding DL course scheduling. DLC will request to appoint Lorilyn Isomura as the Division Administrative Representative.</p> <p>Attendance to the DLC meetings has been very minimal by the student representative. DLC members suggested possible incentives to assure student representation is present.</p>	
Progress on Committee Goals	Members reviewed the 2010-2011 Committee Goals and Progress Report. Minor additions and changes were suggested and approved by all members present.	Mary will make the minor changes to the Committee Goals and Accomplishments and forward to C&I and Diana Casteel for PAC.
LMS Timeline	<p>LMS Recommendation was approved by C&I, with a caveat noting that C&I would prefer MoodleRooms based on cost.</p> <p>The Academic Senate (AS) will review the recommendation this Thursday, May 26, between 11:30 am – 1:00 pm. On June 9, 2011, the recommendation will then be an action item at AS. AS can do one of three things: 1) Approve the recommendation, as is; 2) Approve with amendment; or 3) Reject the recommendation. If AS cannot reach a decision, then the Academic Senate Executive Board will make a decision, which will then be forwarded to AMAC.</p> <p>Shanti prepared a handout outlining the LMS Decision/Implementation Timeline (see attachment #2).</p>	Information only.
Results of Meeting with EDC Co-chairs		Due to lack of time, we will discuss at the next DLC meeting, June 14 th .
ePIE – Due in June		Due to lack of time, we will discuss ePIE at the next DLC meeting, June 14 th .
ITAC		No report.
FPDC		No report The POD calendar is now in the portal.
Future Meeting(s)	June 14 th , 1:05 – 2:35 p.m., LTC-261	

Cc: Curriculum & Instruction Council