Distance Learning Committee
MINUTES for May 24, 2011

Members Attending:

	Shanti Atashpoush	X	Meghan Chen, co-chair	X	Will Daland	X	Mike Dowdle		Tamra Horton
X	Mary Johnson, co-chair		Paul Kittle		Charles McGruder	X	Rich Patterson		Sandra Weatherilt
X	Carol Webster	X	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	Approved; with minor modifications.
HRM 60	Hospitality Purchasing	Dr. Fawaz Al-Malood	Approved; with minor modifications.

MINUTES

Item	Discussion/Comments	Outcome
Review and approval of DLC minutes of 5/24/11 meeting		**Approved**, with minor edits.
Online Learning Skills Bootcamp (Bb & OU & CS) June 27-30, 2011	All sessions have been finalized.	Information only.
E-Learn Conversion Pilot Update – Comparison of functions available in Banner Course Studio, Blackboard, and the newer servers using OmniUpdate	Meghan and Mary will draft an email to remind faculty about OmniUpdate.	
Year-End Report to AS	Reviewed year-end report prepared by Mary, to be submitted to Academic Senate.	
LMS Timeline	Academic Senate approved LMS Recommendation, as is. Next line of approval would be at AMAC.	Information only.
Success & Retention Report for 2010-2011		
Curriculum: DL Forms – HRM60 an HRM91 EDC/C&I Information/Issues	HRM 91: Mary sought input from Fawaz and LeAnn. Seat time being replaced is a 1- to 2-hour meeting, per Fawaz, which consists of explaining how to fill out forms. DLC advises to specify how the assignments are being submitted to the professor. HRM 60: DLC advised to have communication every week. Specific number of quizzes should	

	be more generic.	
ITAC	No report.	
FPDC	No report.	
Future Meeting(s)	August 30, September 13, 1:05 – 2:35 p.m., LTC-261	

Cc: Curriculum & Instruction Council