



DISTANCE LEARNING COMMITTEE

MINUTES FOR MARCH 11, 2008

Members Attending

X	Barry Andrews		Dwight Ayle	X	Terri Beam, co-chair	X	Meghan Chen
	Deb Distante	X	Mary Johnson	X	Paul Kittle	X	Jim Smith
X	Kerry Stern, co-chair		Dale Vickers	X	Jill Wilkerson		Asma Raja

Guests: Shanti Atashpoush, Carol Webster

Item	Discussion/Comments	Outcome
Blackboard Update	<p>Kerry reported that Blackboard is continuing to work on a solution to the Snapshot problem as it still isn't working properly. Blackboard has placed the problem as its highest priority.</p> <p>Kerry gave kudos to Dwight for his good job communicating with faculty and his diligent work with Blackboard and IT. Shanti confirmed that the Help Desk has been forwarding information to Dwight for the students who are having Blackboard issues. In return, Dwight has provided the Help Desk with some additional information to provide to the students.</p>	<p>Kerry will send an e-mail to the Deans today to apprise them of the situation.</p> <p>The Help Desk will continue to forward the calls to Dwight. If any faculty members have technical issues, they should notify Dwight immediately. Urgent e-mail notices to faculty should be flagged as being important.</p>
Tutorial Services Update	<p>Meghan stated one of the outcomes from the Fall semester faculty focus group was the support for online tutoring. To accomplish online tutoring, she noted four issues that need to be addressed: 1) the need for Tutorial Services funding for enough staff to designate as online tutors; 2) pedagogy and training; 3) how to deliver the service online; and 4) how to comply with regulations. Terri suggested Blackboard training for tutors and noted there are many different levels in Blackboard that could work for tutors.</p>	<p>Meghan will arrange a meeting with Terri and Mary and some tutors to explore the issue in more depth.</p>
DLC Membership	<p>Two faculty members will complete their three-year terms in June and will rotate off the DLC.</p>	<p>An effort will be made to get faculty members from unrepresented divisions as new members.</p>
TechEd	<p>TechEd 2008 is at the Ontario Convention Center April 13 – 16.</p>	<p>Sign up through POD to obtain free registration.</p>
POD Workshops	<p>Mary and Paul had 10 attendees at their SPOT workshop. Mary reported that the Blackboard workshops are filling up.</p>	<p>Information only.</p>
Online Counseling Update	<p>Jim reported that the Online Counseling resolution passed.</p>	<p>It will now go to the State level.</p>

<p>Strategic Plan</p>	<p>The 2006 Strategic Plan for Distance Learning was distributed. Sections to be reviewed were assigned as follows:</p> <ul style="list-style-type: none"> • Distance Learning Team – Kerry and Terri • Support for Online Delivery and Content Management – Dwight, Mary, and Carol • Online Learning Support Center – OLSC staff • Curriculum and Teaching – Barry and Deb • Accessibility – Jill • Student Support – Meghan, Jim and Jill • Growth of Distance Learning Program – Kerry and DLC 	<p>Gina Tjaden will e-mail the plan to the DLC. Members were asked to review their sections and bring a draft of their suggestions for each area to the next meeting.</p>
<p>Other a. Seminar b. Projects</p>	<p>a. Mary is scheduled to speak at the New Faculty Seminar. b. Shanti would like to arrange a demo for iTunes U and podcasting. Shanti has purchased one Olympus DS30 audio recorder, but has not yet received it.</p>	<p>Information only.</p>
<p>Next Meetings</p>	<p>Tuesdays, 1:05 – 2:35 p.m., LTC-261: March 25; April 8, 22; May 13, 27</p>	

Cc: Curriculum & Instruction Council