



# DISTANCE LEARNING COMMITTEE

## MINUTES FOR APRIL 22, 2008

**Members Attending**

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

**Guests:** Shanti Atashpoush

Item	Discussion/Comments	Outcome
<b>DL Course Amendment Forms</b>	<p>The following course amendment forms were reviewed:</p> <ul style="list-style-type: none"> <li>• FCS 80 submitted by Lisa Ledeboer</li> <li>• NF 25 submitted by Carol Impara</li> </ul>	<p><b>FCS 80 was approved</b> for submission to the Educational Design Committee.</p> <p><b>NF 25 was not approved</b> for submission to the EDC. Terri will contact the instructor regarding revisions.</p>
<b>Blackboard Update</b>	Dwight reported that Blackboard has fixed the Snapshot problem.	Information only.
<b>Project Proposals</b>	<p>The memo and proposal application form for the <i>"Podcast/Videocast project Opportunity"</i> was distributed at the Academic Senate meeting last week. The deadline for proposals is May 23. Projects must be completed by October 31. Projects may be presented at a DL luncheon prior to the end of Fall semester. An option to present projects on Flex Day may be offered.</p>	DLC members can e-mail Terri to request proposal forms for interested faculty members. Proposals will be reviewed at the DLC meeting on May 27. Faculty members, who have their projects approved, will be notified by June 1.
<b>Luminis Portal Meetings</b>	Shanti Paul, Jim, Mary, and Terri attended one or more of the informational Luminis portal meetings.	If Shanti hears of future meetings, she will advise the DLC.
<b>Strategic Plan</b>	Meghan, Jim, and Jill had been assigned the Student Support section of the Strategic Plan. Jim and Meghan reviewed their suggested changes to the draft, and further changes were suggested.	Meghan will e-mail the edited version of their section to Terri prior to the next meeting. Review of the drafts will continue at future meetings.
<b>Next Meetings</b>	Tuesdays, 1:05 – 2:35 p.m., LTC-261: May 13, 27; June 10	