DISTANCE LEARNING COMMITTEE

MINUTES FOR APRIL 14, 2009

Members Attending

X	Barry Andrews	X	Shanti Atashpoush		Dwight Ayle	X	Terri Beam, co-chair
X	Meghan Chen, co-chair		Will Daland	X	Tamra Horton	X	Mary Johnson
	Paul Kittle	X	Charles McGruder	X	Stephen Runnebohm		Carol Webster
X	Jill Wilkerson		Asma Raja, student				

RECOMMENDATIONS

Recommendation	Rationale
None.	

MINUTES

Item	Discussion/Comments	Outcome
Approval of Minutes	March 24, 2009.	Approved.
DL Course Amendment Form	CISP 10 was submitted and will be initially reviewed by a DLC subgroup.	The group will review the course amendment form, and recommend-ations for changes will be brought to the next meeting.
Academic Senate Update	Terri and Meghan collaborated on completing the Distance Learning Committee Update 2009. The committee reviewed the Update.	DLC approved the Update with minor changes. Terri will send the revised Update to the Academic Senate by April 16.
DL Committee 2008-09 Goals Update	Goal 1: Authentication – Academic Senate will vote on the recommend-ation on Thursday, April 16. Goal 2: Expand use of Blackboard – Ron Bean, Vic Belinski, Michelle Grimes-Hillman, Terri, Mary, Meghan, and Shanti met on Thursday, April 9 regarding Blackboard functionality. For immediate Blackboard use, the following were requested: 1. All faculty and student accounts are made available for use 2. The ability to combine two or more sections into one Bb shell 3. Dummy student account capability for instructor to be able to see the student perspective in their courses Future functionality requested: 1. Single sign-on capability to access Blackboard through Luminis portal 2. Grade Center "External Grade" to sync with Banner upon faculty initiation at the end of the term for final grade submission	Goal 1: Information only. Goal 2: IT responded to the following. Immediate use: 1. Will automatically get accounts 2. Will need to check with Blackboard; Meghan will send an e-mail to Vic about a conference call with Matt Lord of Blackboard 3. Meghan will send an e-mail to Vic to determine whose domain it is to define Future functionality: 1. As Banner gets implemented, this will be taken care of 2. Not an option at this point 3. Real-time updates from Banner into Blackboard are in the process of being done

DL Committee 2008-09 Goals Update, cont'd.	3. In early weeks of the term, frequent triggers with regard to student enrollment	
	Goal 4: Success & Retention – C & I returned the resolution that was submitted for improving success and retention requesting a few changes.	Goal 4: Barry, Charles, and Mary will make minor changes and return the resolution.
	Goal 5: DL workshops for Deans – The next workshop is scheduled for May 15, 10:00 a.m. – noon. Topics will be Blackboard related.	Goal 5: Meghan will confirm the location and send an e-mail announcement which will include an agenda.
OmniUpdate	Meghan presented a memo to the President's Cabinet on April 14 regarding the project implementation of OmniUpdate. Several areas have been invited to be participants in a pilot. The initial meeting is April 20, and the pilot will conclude on June 12. Institutional concerns, as well as content, will be addressed in the pilot.	Terri will forward some links to colleges that use OmniUpdate for their websites.
Blackboard Issues	Blackboard Grade Center has been an issue.	In early May, software will be installed to fix the problems in Blackboard.
Next Meetings	Tuesday, April 28; May 12 & 26; June 9 1:05 – 2:35 p.m., LTC-261	

Cc: Curriculum & Instruction Council