

## Distance Learning Committee Notes: October 26, 2015

Present: Maria Fernandez, Margie White, Nancy Shepard, Jim Gilmore, Shawn Abbott and Patrice Thatcher

### Action Items:

1. Approved notes from the 9/28/15 meeting.
2. Consider Canvas adoption Spring 2016, with the following expectations:
  - a. The first Canvas courses would not be delivered until Fall 2017.
  - b. Professional development opportunities would be available and well-supported.
  - c. An overlap contract with Etudes is a viable option for Fall 2017.

With this potential timeline, the committee may want to meet every two weeks beginning with the spring semester.

### Discussion Items:

In discussing optimal teaching requirements/certification (in a non-Etudes environment), the committee recognized the importance of initial hiring decisions. Given the current level of online support for COS online instructors, we need to recruit faculty already experienced in online instruction. This has HR implications which the committee intends to broach with Dr. Scott and/or HR. With experienced online faculty (have taught five or more classes), the self-paced Canvas training may be adequate evidence of instructor readiness. The committee could develop a brief assessment for instructors to complete to verify participation in the training.

Through email dialogue the committee is already developing a variety of Canvas resources. The committee web space can be used to organize these resources. Relevant information (meeting notes and agendas) for our web site should be submitted through the weblinks email.