

Distance Ed. Committee Notes
3/7/16

Members present: Patrice Thatcher, Nancy Shepard, Jim Gilmore, Frank Cortese, Maria Fernandez, Margie White, Todd Scott

Absent: Shawn Abbott

Action Items:

1. We decided to approve previous meeting minutes at our Mar 21 meeting.

Information Items:

1. Maria thanked the committee for its work in the service of DE at COS. The DE committee was commended for its work by the accreditation team during their exit session.

Work Session:

1. Nancy shared the revised AP document via email. She would like us to review specifically the training and accessibility sections and provide any feedback to her by March 14.

2. Dr. Scott would like the final draft of the AP document to be presented to the Academic Senate for approval. We can accomplish this at the April 15 Senate meeting.

3. The committee discussed the need to work with the union to arrive at compensation amount for PT faculty for LMS training. FT faculty training compensation could be in the context of flex.

4. The committee determined that in-house Canvas training would be most cost-effective for delivering training. Our training would include training in the LMS and include basic accessibility training.

5. The committee agreed that the DE website should be updated with links to DE handbook.

6. DE handbook is being developed by Margie White and Nancy Shepard. They will share a draft of the handbook via email by Mar 14. We will discuss at Mar 21 meeting.

Tabled:

Committee members will review the remaining DE goals for any needed revisions and consider how to fill in each of the boxes for Committee Lead, Additional Campus Participants, Completion Timeline and Status/Comments.