

DL Committee Meeting Minutes

3/16/2017, 11-12pm, DLC 1

Members Present: Anne-Marie Kuhlemann, Patrice Thatcher, Maria Fernandez, Alison Varty, Todd Scott

Not Present: Ben Harris, Jude Baldwin,

Action Items

1. Committee approved minutes from the previous meeting. Anne-Marie to post on DL webpage.

Discussion

1. DE Updates: Anne-Marie shared that she and Maria were meeting on 3/23/17 to complete the Chancellor's Office Institutional DE Survey.
2. Work on Spring DE goals
 - a. Maria shared that the Academic Senate approved the DE definitions with minor revisions, and also passed a statement of support for using Proctorio, the online proctoring software provided by the OEI.
 - b. Maria also shared the need for an Accessibility Reviewer classified position to assist the institution in its meeting its accessibility requirements.
 - c. The committee continued to discuss the OEI course design rubric and other materials, including online course evaluation tools used by Shasta College.
 - d. Committee members assigned homework reported their findings.
 - i. Alison—Tahoe, no visible DE presence for best practices, etc
 - ii. Patrice—Coastline, no visible DE presence for best practices, etc
 - iii. Jude—Butte, no report
 - iv. Anne-Marie—Fresno, no report

The committee will keep looking for model documents for use in our DE Handbook

3. Adjourn