

DL Committee Meeting Minutes

Sept 22, 2017

8-9am, DLC 1

Meeting Called to Order: 8:00 am

Members Present:

Zweigle, Kuhlemann, Baldwin, Varty, Abbott, Blink, Tischler, Fernandez

Action Items

1. Approved minutes from previous meetings: Varty moved/Baldwin second; motions approved.

Discussion Items

1. ADA Workgroup Update: Third Party Content, Apps, and Publisher Integrations in Canvas—provided by Fernandez, generated lots of discussion and questions around ADA training, communication of ADA guidelines, and the need for an accessibility reviewer/instructional designer position.
2. Review DL Handbook: first review; committee members suggested consistent use of the term Distance Learning throughout the document.
 - Varty suggested we create a summarized absence policy for online instructors to include Modes of Delivery area, as well as a link to the Faculty Handbook.
 - Members suggested stronger language for Online Teaching Requirements, as well as a statement that instructors may be granted equivalency in Online Teaching if they have DL Committee Approval; it was suggested that Instructors could go through the Online Approval/Course Review process as a form of equivalency.
 - The committee reviewed the DL Handbook up to page 9. Review will continue over the next several meetings.

Adjourn: 9:00 am