

DL Committee Meeting Minutes

Oct 20, 2017

8-9am, DLC 1

Members:

Maria Fernandez, Alison Varty, Shawn Abbott, Zachary Zweigle, David Blink, Anne-Marie Kuhlemann

Action Items

1. Approve minutes from previous meetings.
2. Adopt OEI Rubric to guide development of COS online course standards and evaluations.
3. Adopt @One Standards for Online Teaching to guide COS Best Practices for the Online Environment
4. Adopt Online Teaching Requirements as per AP 4105 effective Fall 2018
5. Approve Instructor Role in Canvas for Instructor Peer Evaluators

Discussion Items

1. Develop DL Workgroups:
 - a. Proctoring and WebCam Policy for handbook and webpage; blurb for schedule
 - b. Course Approval Process (fine tune)
 - c. Course Evaluation/Instructor Evaluation/Student Survey tools
2. Committee membership—whether to/how to increase membership

Actions Completed to Date:

COS has joined the OEI Proctoring Network