Minutes
FOR THE
MEETING OF THE DISTANCE ED COMMITTEE
April 5, 2012

Meeting began at 2:30 P.M. in the LS Conference Room

Welcome/Announcements
Report on VHS tapes—the library is converting their VHS collection to a digital collection.
Steve Hall—He will attend our next meeting to discuss DE items with faculty.

Distance Ed Definitions—Are under review.

Review of the Minutes
Approved prior minutes.

1. Approved the following DE Appendices: CAOT R004, CHEM R110 and SOC R106

2. There were no new DE proposals
   a. Discuss any new proposal/qualification forms—None

Discussion Items

3. Discussed third-party publisher products and their uses in our courses.
EXPECTED OUTCOMES

- A venue for the College community to discuss planning and resources related to issues involving distance education delivery, enhancement, and student success in the distance education environment.
- A completed Distance Education Plan.
- Appropriate policies and procedures regarding the acquisition, use, and maintenance of educational technology and information management systems in regard to distance education delivery.
- A source of information for faculty, staff and management about available and appropriate educational technologies and information management systems in regard to distance education.
- A source of information to the college campus for professional development training for faculty teaching distance education, and for programs and projects that support students' development and success in distance education.

Meeting Schedule

- 9/1
- 10/6
- 11/3
- 12/1
- 2/2
- 3/1
- 4/5
- 5/3