Attendance
- Regular members: Karen Mulcahy, Monica Webb, Elizabeth Hodge, John Drake, Timm Hackett, Mark Moore, Kathleen Sitzman, Rose Bailey
- Ex-officio members: Wendy Creasey, Amy McMillan, Lida Cope
- Guests – Ginny Sconnier, Lori Lee

Agenda

- Update on the following issues:
  - The guidelines regarding access to the Blackboard Learning Platform - Blackboard design with language modifications are under review with extended discussion continuing regarding various procedures from DE programs;

- Discussion Items
  - The committee reviewed and discussed the Blackboard roles of instructor, administrator and student considered access involvement.
  - The committee discussed a policy under consideration by the Governance Committee that is in the drafting stage considering student complaints regarding use of Blackboard; policies as to anonymity; level of sharing of complaints with faculty; and whether to consider redaction on any statements.
  - The committee discussed the distinctions of Course Reviewer as compared to Peer Reviewer and whether the various colleges are using these distinctions and whether they were intended to be separate & distinct terms. After much discussion the committee considered that, some guidance might be available in the SACS accreditation to determine the intended use of the terms.
  - Additional discussion considered the need for an evaluation of the Distance Education instrument. The committee discussed whether the Distance Education instrument should contain both a course evaluation component and a faculty evaluation component and whether the review should encompass the course design, content and instructor effectiveness.
  - Various committee members agreed to provide the committee with their Distance Education instruments for comparison.

Next meeting scheduled at 3:15 pm on Wednesday, Jan. 27, 2016 in Brewster B-104.

The Committee adjourned at 5:00 pm.

Submitted,

Rose L. Bailey
DELTC Secretary