COMMITTEE: Distance Education & Learning Technologies Committee

MEETING DATE: September 27, 2017

PERSON PRESIDING: John Stillier, Guiseppe Getto

REGULAR MEMBERS IN ATTENDANCE: Lida Cope, Ruby Yeh, Kathleen Sitzman, Christine Andresen, John Drake, Guiseppe Getto

EX-OFFICIO MEMBERS IN ATTENDANCE: Wendy Creasey, Dan Zuberbier, Timm Hackett, Regis Gillman

OTHERS IN ATTENDANCE: Lori Lee

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ACTIONS OF MEETING

Agenda Item: Elect Chair, Vice Chair, and Secretary positions

Discussion: Heidi Bonner communicated an interest in being Chair, no other volunteers or nominations.

Action Taken: Chair = Heidi Bonner. Vice Chair = Guiseppe Getto. Secretary = Christine Andresen.

Agenda Item: Appoint members to serve on Administrative Committee on Copyrights and Administrative Information Resources Coordinating Council

Discussion: Committee meeting schedules and committee scopes discussed.

Action Taken: John Drake and Ruby Yeh have been appointed to the Administrative Information Resources Coordinating Council. Kathleen Sitzman has been appointed to the Administrative Committee on Copyrights.

Agenda Item: Develop 2017-2018 Committee Goals

Discussion: Wendy Creasey provided updates about the Continuity of Instruction and DE Contingency Plan subcommittee, who met and combined both documents into one plan that is ready for DELT Committee review. The group did not review the Statement of Integrity and Standards for Online Learning.

Action Taken: First draft of Goals –
   2. Examine Statement of Integrity and Standards for Online Learning to identify necessary revisions. Investigate adding it to the Faculty Manual and cross-posting the documents in all appropriate places.
   3. Serve as resource for DE Subcommittee of the Educational Program Committee of the 5th Year Review (SACS) and review the report that the subcommittee procedures.
      a. Kathleen Sitzman has been appointed the DELT Committee representative to that subcommittee
   4. Review and provide feedback on the DE Modules with a plan for Academic Technologies to make the changes in early summer of 2018. Review data retention and removal procedures for primary learning platforms such as SABA, Blackboard, Mediasite, etc..
5. Provide feedback on Webex pilot as a possible, Saba replacement.
6. Provide feedback on Blackboard product upgrades such as Blackboard Ally, Ultra, etc…

Assigned additional duties to: Committee should review draft goals so we can finalize at next meeting.

NEXT MEETING: October 25, 2017 @ 3pm

ITEMS TO BE DISCUSSED: Finalize committee goals. Divide DE modules among committee members to review and update as needed.