Distance Education and Learning Technology Committee  
September 12, 2011  
Brewster Building – B 104  
4:00-5:00 p.m.

Attendance  
Regular members: Lida Cope, Peng Li, Mark Moore, Maggie O’Hara, Matt Reynolds, Mohammed Tabrizi, Karl L. Wuensch

Ex-officio members: Austin Bunch, Amy Frank, Joe Norris, Elmer Poe

Others present: Marianna Walker (Chair of Faculty), Lori Lee

An election of officers was held for 2011-2012 academic year. The committee officers elected were: Chair – Mohammed Tabrizi, Vice Chair – Mark Moore, and Secretary – Lida Cope

The meeting time was discussed with the group. The meeting will continue to be held on the 4th Wednesday of each month. The meeting time has been changed to 3:30pm. Meetings will be held in the Brewster Building B 104.

Discussion on the business carried over from 2010-2011:

Urgent business:
- The DELTC will review the modules within the Mandatory training for Distance Education faculty, developed last year by a sub-committee of the Online Quality Council. DELTC will decide how the review will be conducted, who else will participate to maximize usefulness of feedback, and how the Training will be presented to the Faculty Senate for approval. The ideal target date: the end of fall 2011. Some possibilities of making the review process more inclusive yet manageable were discussed. The committee decided to focus on this issue at the next meeting.
- The DELTC will review the proposed Teleworking Policy that has been nearly completed as well as the accompanying Teleworking Agreement document. (Lida Cope and Matt Reynolds serve on the Teleworking Regulation Committee charged with developing this new policy.)
- The DELTC will work with IRCC (Information Resources Coordinating Council) subcommittees charged with formulation a Copyright Policy and Policy regarding online course content and clarify who owns and retains rights of the online course content (University or Instructor).
- The DELTC will begin to work collaboratively with Academic Awards Committee, Teaching Grants Committee, and Innovation Center Representatives to create teaching awards and/or grants focused on technology innovation. This work will likely carry over to the next academic year and the results will materialize when the AAC and TGC are able to resume offering these grants.

Other business:
- The DELTC will take more active role in representing faculty feedback on upcoming Blackboard upgrades
- The DELTC will hold a faculty forum to increase faculty awareness of the Committee’s new role and/or participate in annual October “Think-In” and other events.

Postponed business:
- Due to budgetary constraints, the DELTC postpones dealing with federal regulations for the delivery of online courses outside the state

Committee Representatives:
Maggie O’Hara will continue to serve as ex-officio member the DELTC on the IRCC.
Mohammed Tabrizi, as the DELTC Chair, will serve as a regular, voting member of the Technology Steering Committee.

The scheduled standard meeting dates are as follows (time: 3:30pm):

October 26, 2011  February 22, 2012
November 2011 (open)  March 28, 2012
December 2011 (open)  April 25, 2012

There being no further business before the committee, the meeting was adjourned.

Respectfully submitted,

Lida Cope, Secretary