

## Distance Learning Advisory Committee (DLAC) Meeting

11/12/2014 Minutes

Non-voting Members Attending: Dr. Mary Bowers, Mr. Ethan Humphres, Dr. Linda Austin

Voting Members Attending: Dr. Alejandra Alvarado-Brizuela, Dr. Larry Bates, Dr. Vicky Hulsey, Dr. Keith Jones, Dr. Natasha Lindsey, Ms. Celia Reynolds, Dr. May Takeuchi, Dr. Ryan Zayac, Mr. Willard Brewer. Lynn Underwood was present as a proxy for Marilyn Lee.

Others Attending: Mr. John McGee

The meeting was called to order by DLAC Committee Chair, Larry Bates. No objections to the proposed agenda were made so agenda was approved by assent. There were no printed minutes for this meeting so those will be read and approval will be sought at the next meeting.

### Old Business

- A. Online Presence Discussion was tabled by assent to be discussed at the next meeting.
- B. John McGee reported concerning Minimum Technology Requirements of Students that he wasn't sure that DLAC should weigh in on this because most schools were using suggestions rather than minimum requirements and the technology really was beyond the scope of DLAC. Members agreed with this and it is now no longer a DLAC issue.
- C. Natasha Lindsey reported on the Spring DLAC Conference planning. She noted that this would be in-house and has only had 2 inquiries and no proposals to date to present at the conference. The conference date has been set for March 11.
- D. Larry Bates reported that the TEACH Act proposal was still with SG with nothing further to report.
- E. Larry Bates reported that he was late in doing so, but had finally sent a draft of a memo concerning the Transfer Student Release Form to Craig Robertson for editing. He will then send this around to the committee for okay before sending to Shared Governance.
- F. Student Verification was discussed by John McGee who noted that Federal and SACS guidelines. Formally, this ends DLAC involvement with this issue.
- G. John McGee and Natasha Lindsey reported on a proposal to recommend an Online Teaching Award. Vicky Hulsey made a motion to support forming a Task Force to examine this. This was seconded by Celia Reynolds. The committee seemed to agree that ETS and faculty needed to be involved. Ryan Zayac noted that some thought should be given to having some of the "requirements" of the award be viewed more as on a continuum for evaluation. Larry Bates brought up that some efforts needed to be made to involve students in this award selection committee. Some discussion ensued regarding details and the consensus was that the DLAC chair should contact Shared Governance or Renee' Vandiver about

the best way to conduct this, specifically whether we should form the Task Group or what we should do to ensure that a Task Force is created for this purpose.

There was no new business.

The date for the next meeting was set for Tuesday, Dec 2<sup>nd</sup> from 2-3 PM.

LWB