**Online Learning Advisory Committee**

**Minutes from**

**December 6, 2016, Stevens Hall 104, 2:30 pm**

The meeting was called to order by Dr. Jill Simpson. Those present were:

Mr. Bishop Alexander

Dr. Alejandra Alvarado-Brizuela

Dr. Linda Austin

Dr. Andrea Hunt

Ms. Diane Kutz

Dr. Kristy Oden

Dr. Natasha Lindsey

Dr. Lamont Maddox

Mr. Derek Malone

Ms. Prema Monteiro

Dr. Patricia Sanders

Dr. Jill Simpson

Dr. Chris Stopera

Ms. Lynn Underwood

**Minutes & Agenda**

Agenda was approved for the current meeting. Minutes were approved from the November 16th meeting without corrections.

**Old Business**

**Captioning Proposal and Plan for Implementation -** The Shared Governance Executive Committee (SGEC) released the OLAC of responsibility for writing the closed-caption policy and plan for implementation, which will be addressed by Vice President David Shields and Disability Support Services.

**Spring Online Learning Conference –** Wednesday, March 22, 2017 was selected as the date for the conference. The GUC Loft and 2 banquet halls have been reserved from 9 am to 2 pm, with a preference of having a keynote speaker, followed by lunch and another presentation after lunch. Committee members reported on possible speakers at the conference with a focus on online pedagogy across all departments, teaching and learning centers, the health sciences, and (returning) adult learners. However, discussion kept returning to the cost and funding the speakers and conference. Some questions that may assist the committee going forward are:

What is our purpose for the conference?

Should we organize one *all-day* conference?

Or, break it down into smaller lunch ’n’ learn sessions?

How do we fund the conference now and in the future?

It was decided that committee members would follow-up on their leads to determine speaking fees and schedules and keep the committee informed via email so that we could make a decision on the speakers when we return to the January meeting. Dr. Jill Simpson would also follow up with the VPAA, foundation and deans on possible funding.

**New Business**

There was no new business

**Meeting adjourned at 3 pm.**