

Distance Learning Advisory Committee
Minutes from
October 6, 2015, 2:30 pm.

The meeting was called to order by Dr. Craig Robertson. Those present were:

Dr. Alejandra Alvarado-Brizuela
Dr. Larry Bates
Ms. Laura McKee (proxy for Ms. Jill Englett)
Ms. Diane Kutz
Dr. Marilyn Lee
Dr. Natasha Lindsey
Mr. Derek Malone
Ms. Prema Monteiro
Dr. Craig Robertson
Dr. Jill Simpson
Dr. Brent Olive (proxy for Dr. Christopher Stopera)
Ms. Lynn Underwood
Dr. Ryan Zayac
Dr. Mary Bowers
Dr. Linda Austin
Dr. Thomas Calhoun
Mr. John McGee

Minutes & Agenda

Agenda was approved for the current meeting. A motion was made to amend the minutes adding a statement that describes our electronic discussion of the Section 5.1, Credit Hour Policy and our committee vote by email to suggest a revision in the wording of this policy. The motion passed.

Old Business

The Distance Learning Advisory Committee's (DLAC) suggested revision of the wording of the Section 5.1, Credit Hour Policy will be sent back to the Council of Academic Deans (COAD) for review. If approved, the COAD will then forward to the Faculty Senate.

The DLAC sub-committee discussed the charge of the committee and whether it was appropriate. The suggested changes are below:

1. To serve as a general advisory committee for the university's [online](#) learning programs

2. To aid the coordination of [online](#) learning programs by gathering information on such programs across the campus and [to provide](#) this information to program heads and administrators, [as needed or requested](#)
3. To develop recommendations for the improvement of [online](#) learning
4. To handle any proposals the committee may make affecting the university policy according to section C.2 “Shared Governance Procedure for Policy Change Recommendations”
5. To submit a final written report electronically by the first day of the fall semester to the Vice President for Academic Affairs and Provost with a copy sent to the Chair of the SGEC.

A motion was passed to accept the amended language. The recommendation for a change in the committee name to the Online Learning Advisory Committee (discussed in a previous meeting) and the recommendation for a revision in the wording of the committee’s charge will be written in memo for and forwarded to Shared Governance for review.

New Business

A discussion took place regarding the process for faculty teaching online courses, including: faculty training, academic freedom, and quality of online courses being offered. Natasha Lindsey, John McGee, and Brian Ford are currently researching what type of faculty training is required/offered at SACS comparable institutions, at the request of the University President and the Board of Trustees. They will draft a report and report back to us if they find something that the committee can get involved with.

The annual Distance Learning Conference was discussed. Dr. Roberson recommended created a workgroup to specifically address the plans for this year’s conference. Derek Malone, Craig Roberson, John McGee, and Natasha Lindsey volunteered to serve on the committee’s workgroup.

Meeting adjourned at 3:30 pm.