

## Distance Learning Advisory Committee

### Minutes

January 20, 2009 - 3:30 p.m.

Raburn Wing, Room 305

Chris Maynard called the meeting to order at 3:30 p.m.

**Members present:** Paulette Alexander, Wanda Bradford, Wendy Darby, Bruce Gordon, Sherri Hester, Katie Kinney, John McGee, Chris Maynard, Chair, Leigh Thompson

**Members absent:** Larry Adams, Courtney Balentine, Bonnie Coats, Debbie Chaffin, Tim Collins, Linda Lewis, Mark Puckett, Stephen Putman, B.J. Wilson, Anna Veal

**Guests:** Sara Huntley

1. Meeting dates for the semester were set for: February 3, 2009, March 3, 2009, & April 7, 2009. All meetings will be held in Raburn 305 and begin at 3:30.

2. Subcommittee Reports were given.

A. **(Program Subcommittee)** The subcommittee will continue to solicit submissions for the Best Practices Conference.

B. **(Vendor Subcommittee)** John McGee reported that vendors and textbook publishers have been contacted. The subcommittee is also contacting area business about donating door prizes.

3. Chris Maynard gave an update on the Distance Learning & Online Degree Program Feasibility Study. The study is moving forward and they hope to have a report ready by the February meeting.

4. Bruce Gordon reported on the progress of the Comparison Study of Learning Management Systems. They have completed the initial task of identifying LMS products to be evaluated and attended presentations from vendors. The products being evaluated are: Blackboard NG, Angel, and eCollege. The subcommittee is also looking at the possibility of recommending that there be no change in LMS products at this time and extending the existing license for a year. The subcommittee is in the process of examining the following for each of the three LMS systems under consideration:

- a. Difficulty of transition
- b. Ease of administration
- c. Suitability to handle DL and face-to-face classes
- d. Level and availability of tech support
- e. Hosting requirements and pricing
- f. Support staff requirements
- g. Hardware requirements
- h. Reporting capability
- i. Modularity/exports to standards compliant package

Members of the subcommittee will also survey tech personnel and faculty at other institutions to determine their level of satisfaction with each system and determine the approximate cost of each LMS. Members of the

subcommittee will also be doing performance testing and looking at training issues and contract terms.

The subcommittee will have a draft of their report for the February meeting and will send the final draft via email for the full committee to review.

5. **Other Business:** It was suggested that the LMS vendors be asked to give presentations at the Best Practices conference or in a preconference setting.

6. The meeting was adjourned at 4:30 p.m.

Respectfully submitted,  
Leigh Thompson