

**Online Learning Advisory Committee
Minutes from
November 16, 2016, Stevens Hall 104, 2:00 pm.**

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

Dr. Alejandra Alvarado-Brizuela
Dr. Linda Austin
Dr. Andrea Hunt
Dr. Marilyn Lee
Dr. Natasha Lindsey
Mr. Derek Malone
Ms. Prema Monteiro
Mr. Ron Patterson
Dr. Craig Robertson
Dr. Jill Simpson
Dr. Chris Stopera
Ms. Lynn Underwood

Minutes & Agenda

Agenda was approved for the current meeting. Minutes were approved from the October 26th meeting without corrections.

Old Business

DL Policy and Procedures Manual - After discussing the issue with the Southern Association of Colleges and Schools (SACS), Educational Technology Services (ETS) has withdrawn their request for our assistance in updating the DL Policy and Procedures Manual. As such, there is no need for a separate policies manual.

Captioning Proposal and Plan for Implementation - The request for an extension of the 45-day turnaround time in which this was expected to be returned to SGEC was approved, it now being due by November 21, 2016. The sub-committee working on this charge drafted a memo to Dr. Scott Infanger explaining the OLAC's position on this issue. The memo was discussed and approved with a few changes. Dr. Jill Simpson will send this memo to Dr. Infanger before November 21, 2016.

Spring Online Learning Conference - Results of the survey to determine interest in various topics indicated that the pedagogy of teaching online was the most popular.

Wednesday, March 15, 2017 was selected as the date for the conference. Dr. Jill Simpson offered to book space at the GUC. It was decided to have a keynote speaker, followed by lunch and another presentation following lunch. Three teams were formed to find speakers from three possible areas – directors of teaching and learning centers, the health sciences, and adult learners.

New Business

There was no new business

Meeting adjourned at 2:44 pm.