

Distance Learning Committee
Friday, April 3, 2015
1:30 PM – 3:30 PM
HBC 214

AGENDA

1. Approve minutes from February 6, 2015

2. Charge & function of the committee – vote on recommended changes:

- Reviews policies and guidelines, and recommends changes to support quality distance learning programs.
- Established standards of good practice for distance learning course development and delivery based on SACS and THECB guidelines.
- Assists in the analysis of evaluation for distance learning student support services, and recommends changes to improve activities and outcomes.
- Advises staff on faculty development and resources needed to design, develop and implement quality distance learning courses.
- Meetings: 4 times per year. Generally in October, November, February, April
- Membership: Addition of one Adjunct Faculty member - appointed by the AFA

3. DL Designations – vote on proposed revisions:

- ONL – Courses that can be taken without need to visit an ACC campus. Distance or proctored testing at non-ACC sites must be permitted.
- HYB – Courses that require students to visit an ACC campus for class time, orientations, or other course-related activities. Distance or proctored testing is an option to the instructor.
- ITV – We only have 2-3 of these courses still offered. Our goal is to phase them out by Fall 2016.
- PRN – Print-based or correspondence courses are currently still offered by the English department. Our goal is to work with faculty to move these courses to a HYB or ONL format by Fall 2016.

4. Faculty Evaluation – vote to press amended instrument forward to ACAC (attached to email)

5. Call for volunteers for summer projects:

- Review of DL Best Practices AR – (1-2 meetings)
- National Distance Learning Week planning – (1-2 meetings)

6. Any additional committee business?