

Distance Learning Committee  
Friday, April 1, 2016  
2:00pm – 3:30pm  
HLC 2212  
Meeting Minutes – Draft

**Attendees:** Rachel Barrera, Ashley Carr, Azzurra Crispino, Michelle Escudier, Yolanda Hall, Carol Hirsh, Neelam Noorani, Mary Parker, Clark Peterson, Al Purcell, Carleen Sanchez, Amy Setter, Susan Thomason, Zoe Irene Van Sandt

**Agenda Items:**

**I. Approve minutes from November 6, 2015**

**II. Update on Status of Faculty Evaluations for DL courses**

- Faculty Evaluation Office is working with IT to make changes. New version should be available for summer or fall.
- Looking at possibility of moving evaluations to Blackboard. Would require the evaluation to be put into Class Climate, making future changes more difficult.
- Motion to develop separate evaluations for HYD and ONL passed. Suggest summer sub-committee to discuss.

**III. Update on implementation of ProctorU as an optional proctoring method for DL students outside the Austin area**

- One course piloted the service this spring with mostly positive results. Will continue limited rollout for summer; full launch for fall.
- Student pays proctoring fees, which are lower than most on-site proctoring locations. Price is based on length of test and how far in advance student schedules the service.
- Integrated with Blackboard. Only online tests will be able to use the service. Students never have passwords.
- Distance Testing process will remain the same for faculty. Distance Learning office will oversee the program.
- Suggest offering a workshop on Distance Testing and ProctorU for General Assembly.

**IV. SARA (State Authorization Reciprocity Agreement)**

- Unified State Authorization Reciprocity Agreement was adopted by all regional education compacts on 12/1/15.
- ACC administration wants to participate so we need to understand how we are meeting the requirements and what still needs to be addressed to be in compliance.
- DL will develop a survey for ACC departments to indicate how they comply with guidelines, and create/maintain database with responses.

**V. ACC Guided Pathways**

- Current Pathways process map does not specifically address DL students. What support services are available for DL students along the way to their educational goals? Committee members split into groups to determine the areas of the process that need to include DL students' needs.

**VI. Information on this summer's Faculty Institutes**

- Faculty Institute 1: Using Open Educational Resources (OER) to Increase Student Access and Persistence June 13 – June 17, 2016 at RRC
- Faculty Institute 2: ACC ONLINE: A hands-on lab experience to develop an exemplary online course July 25 – July 31, 2016 at HLC
- Up to 40 faculty members will be selected to participate in each session. Stipends are given for completion of the program and for development of courses implementing institute training.