

**Distance Learning Committee Meeting -Minutes**  
**October 5, 2012**  
**HBC 214**

**Attending:**

Sammy Alvanipour, Shina Amachigh, Robert Bermea, Juan Molina for Janet Bickham, Elizabeth Bodman, Ashley Carr, Samuel Echevarria-Cruz for Maria Cisneros-Solis, Azzurra Crispino, Chuck Cruse, Phylis Davis Molina (via skype), Joanna Ellis, Scott Gibby, Gaston Gomez Padilla, Amardeep Kahlon, Lara Ladori, Laura Lucas, Clark Peterson, Al Purcell, Nick Sarantakes, Susan Thomason, Nocomus (Noko) Wilson, Voncille Wright, Charles Quinn, Gaye Lynn Scott

**Agenda Items**

- Introductions were made and the Distance Learning Committee charge was handed out.  
<http://www.austincc.edu/orgref/councils/distance.php>
- Faculty Evaluations - Kirk Kelly provided an update on the current status of DL Faculty Evaluations. An updated version, worked on FA 11, is currently being circulated among ACC employee groups for review as per ACAC.

Plans include migrating the evaluation process to Class Climate in 2013, which would align DL evaluations timeframes with on-campus evaluation periods. Robert Bermea suggested that Student Support Services include DL Faculty Evaluation information in student orientations and information packets to improve the number of evaluations completed by students.

- DLC Co-Chair selection – Scott Gibby, Al Purcell, and Amardeep Kahlon nominated for co-chair and the committee voted. Scott Gibby was re-elected co-chair.
- Distance Testing update – Faculty Members and Robert Bermea will meet and have a site visit of WGU this fall to review their testing processes and procedures.
- Training Modules update – Susan Thomason and Laura Lucas provided the committee with an update on DL Faculty Training modules. Gaye Lynn Scott and Juan Molina suggested a place to list all of the available resources from the modules.
- Student Success Task Force – Robert Bermea mentioned that Mike Midgely had set up a DL Task Force to look at student success in Distance Learning courses. Linda Smarzik, Dean of Computer Studies & Advanced Technology will chair the committee. This was the joint DLC and SSI sub-committee that was discussed during the SP 12 DLC meeting by Mike Midgely. Several DLC Members are on this Task Force. First meeting will be on October 12, 2012.
- Under new business, Scott Gibby proposed forming a group where DL faculty could meet, collaborate and share information about teaching their Distance Learning courses. This would be a support group for Distance Learning faculty, by Distance Learning faculty and other interested individuals.

Group set up the initial meeting date for November 9 @ 1pm to discuss “What is successful” “What to do for the future”, and plan for groups direction and objectives.

Robert Bermea mentioned that during the next DLC meeting on January 25<sup>th</sup> meeting the committee would be discussing the SACS Accreditation visit as it related to ACC's Distance Learning program and determine what if any items needed to be brought up to the DLC.

- With no further discussion items, the meeting was adjourned around 3:00 PM.