

Distance Learning Committee  
Friday, November 6, 2015  
2:00pm – 3:30pm  
HLC 2212  
Meeting Minutes

**Attendees:** Blanca Alvarado, Rachel Barrera, Marc Bonasso, Helen Dailey, Michelle Escudier, Carol Hirsh, Donna Moore, Neelam Noorani, Mary Parker, Clark Peterson, Al Purcell, Amy Setter, Susan Thomason, Zoe Irene Van Sandt, Voncille Wright

**I. 2:00 pm - Call to order (:05)**

**II. 2:05 pm - Roll Call and Introductions of New Members (:05)**

- Marc Bonasso is replacing Donna Pauler.

**III. 2:10 pm - Review of minutes from last meeting (:05)**

- Susan Thomason will email the minutes from the 10/02/15 meeting to the committee for review.

**IV. 2:15 pm – Work Session (:45)**

- AMP IR Questions: Look at the questions that pertain to Distance Learning (7, 9, 10, 11, 12)
- Program Review Data: Break into groups by table to analyze departmental responses from spring 2015. Identify issues and note strengths. Offer recommendations. Write on post-it notes. Discuss findings. Susan will categorize the post-its and send the information to the committee.
- Student Data: Distance Learning Committee binders contain data from OIEA TIPS System, Student Success Baseline Data, and government reports on distance education enrollments in the U.S.

**V. 3:00 pm – Open Session - Other Items for Discussion (:20)**

- Zoe Irene Van Sandt is involved in a review of *Turn It In*, a product to identify plagiarism and offer writing suggestions. Product is expensive but negotiations are possible.
- The Learning Labs are investigating new options for online tutoring, but SMARTHINKING is still used for now. Some faculty are unaware that SMARTHINKING is accessed through Blackboard and no longer requires a password.
- Blackboard is getting a new skin with a modernized appearance for spring 2016. Functionality will remain the same. Emails will go out next month to faculty explaining the changes.
- *Proctor U* is a new option for students requiring Distance Testing proctoring services. ACC has access through a contract with the Texas Community College Teachers Association (TCCTA). Clark Peterson described the process students will follow. Students will pay *Proctor U* fees.

**VI. 3:20 pm - Announcements (:10)**

- Distance Learning Faculty Development Opportunities
  - a) IDS will be offering a "Winter Faculty Institute" (ACC Online II). Faculty participants will collaborate with Instructional Design Specialists to develop Blackboard courses that meet Exemplary Course Rubric standards. Participants will receive a \$500 stipend. Applications accepted through early December.
  - b) IDS is developing a series of short videos covering time and effort-saving tips.
  - c) Blackboard Instruction Series can be offered to entire departments.

**VII. Distance Learning Week Update – November 9-13, 2015**

- Clark Peterson, Rachel Barrera, and Amy Setter are offering an Overview of Distance Learning workshop on November 11 at 12:00pm.
- The Distance Learning website provides information about other online ACC workshops, as well as free webinars offered by the Online Learning Consortium and the U.S. Distance Learning Association.
- Student Life is holding an essay writing contest, as well as daily Facebook and Instagram contests for prizes.

**VIII. 3:30 pm Adjournment**