



DISTANCE EDUCATION COMMITTEE

Adopted Minutes

March 9, 2015

Room 812

2:30 p.m. – 4:00 p.m.

ATTENDANCE

The Distance Education Committee Meeting was called to order at 2:30 p.m. by Coordinator Dale Crandall-Bear.

Members present were Dale Crandall-Bear (DE Coordinator/Chair); Erin Duane (substitute Librarian); Mary Gumlia (COUN); Sarah Nordin (AT&B); Scott Ota (IT); Svetlana Podkolzina (MS); Robin Sytsma (HS); Lauren Taylor-Hill (SBS); Christina Trujillo (LA); Barbara Villatoro (MS); and Carol Zadnik (DE Tech)

Absent/Excused: Isabel Anderson (LA); Anne Bevilacqua (Interim Dean of SBS); Roger Clague (CTO); Neil Glines (Dean of LA); Laura Maghoney (AT&B); Sandra Rotenberg (Lib); and Randy Smith (MS)

Dale proposed the meeting begin with a second review of the new online course proposal.

1. Adoption of Minutes (2/9/2015)

Adoption of February 9, 2015 Meeting Minutes:
Motion to approve – Sarah; Seconded – Erin; Passed – unanimously.

2. Committee Review of New Online Courses

The SOCS 053B course shell was submitted for a second review. DE faculty members discussed concerns and provided feedback on the checklist surrounding the proposed SOCS 053B course.

Dale asked that someone introduce a motion for SOCS 053B to be approved with a pilot status and someone second the motion.
Motion introduced – Erin; Seconded – Sarah

DE faculty members proceeded to discuss course concerns. Upon completion of discussions, DE Coordinator Dale Crandall-Bear called for a vote on the proposed SOCS 053B (KM) Online Shell. Dale asked Carol to conduct a roll call vote.

VOTE: MOTION TO APPROVE SOCS 053B (KM)

| | |
|---------------------|----|
| Erin Duane | NO |
| Mary Gumlia | NO |
| Lauren Taylor-Hill | NO |
| Sarah Nordin | NO |
| Christina Trujillo | NO |
| Svetlana Podkolzina | NO |
| Barbara Villatoro | NO |
| Robin Sytsma | NO |

(8) NO (0) YES (0) ABS MOTION DID NOT PASS

**3. Committee
Review of Online
Pilot Courses**

HED 002 (DW) – Final
HED 003 (DW) – Final
Motion to approve from pilot status to Final – Sarah; Seconded – Robin;
Passed – unanimously.

CIS 001 (MB) - Final
Motion to approve with a Final status – Lauren; Seconded – Barbara;
Passed – unanimously.

BIO 016 (PS)
Faculty members who reviewed the shell listed above recommended
the course be approved with a pilot status.

**4. Committee
Review of
Correspondence
Course**

SOC 001 (RH)
Faculty members who reviewed the correspondence course listed
above recommended that the course be approved with a pilot status.

**5. Summer Institute
Update**

Dale said he gave Dr. Laguerre the committee member's proposal for a Summer Institute Program during August. The institute will overlap the flex day workshops, which would be August 11-13, 2015. Dale conveyed the message that the decision on stipends must go through the faculty association. He said Leslie Minor volunteered to speak with Jim DeKloe about the necessary steps for stipend payments. The Summer Institute Program will be discussed in more detail with reference to topics and presenters at the next DE Meeting.

Adjournment

The meeting was adjourned at 4:00 p.m. The next meeting is scheduled for March 23, 2015, in Room 812 from 2:30 p.m. – 4:00 p.m.