DISTANCE EDUCATION COMMITTEE
Meeting Agenda
August 31, 2015 – Room 812
2:30 p.m.-4:00 p.m.

1. Introductions / Committee Members for 2015/2016

2. Review of Minutes

3. OEI Updates

4. DE Institute – De-brief & Evaluation

5. Scheduling Course Shell Reviews / Assignment of Reviewers

6. Review Scope of Work for the DE Committee for 2015-2016:

- Develop a budget for the Distance Education Program, utilizing the funds saved from the LMS fee (see above update). Plan for the acquisition of new programs and new technologies to enhance our DE program.

- Plan for a mandatory student orientation for online courses, using the modules developed by OEI. Students would need to complete the orientation before being able to register for online classes in Banner.

- Explore a new system of automatically creating Canvas course shells for all scheduled face-to-face courses. (Would replace the "My Courses" feature).

- Explore the adoption of plug-in programs through OEI. These include online proctoring, online tutoring, and an anti-plagiarism program (such as Turn-it-in).

- Prepare our online courses for inclusion in the statewide OEI Exchange (to launch in 2017).

- Plan for the transition to a new DE Faculty Coordinator in 2016.

DE Committee Meeting Dates, Fall 2015:

August 31	November 9
September 14	November 23
September 28	
October 12	
October 26	