



DISTANCE EDUCATION COMMITTEE

Meeting Agenda
November 23, 2015 – Room 801
2:30 p.m.-4:00 p.m.

1. Review of Minutes (11/9/15)

2. DE Budget Proposal

Revised budget for committee review.

3. Job Descriptions: DE Coordinator; Instructional Designer

Create new job descriptions for these positions for Spring 2016 hiring.
(sample job descriptions will be sent to committee members in a separate email)

4. OEI Tutoring Programs

Review these programs for Spring 2016 implementation.

5. Canvas Shells for all face-to-face classes

6. Course Shell Review

OT 059 (JL) – affirm pilot approval

DE Committee Meeting Dates, Fall 2015:

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