



DISTANCE EDUCATION COMMITTEE

Meeting Agenda

September 26, 2016 – Room 811

2:30 p.m.-4:00 p.m.

1. Call to Order

2. Roll Call

3. Approval of Agenda (9/26/16)

4. Approval of Minutes (9/12/16)

5. Public Comments

6. Guests:

- Michael Wyly – Academic Senate President Report
- Erin Farmer – Faculty Association

7. Action Items

- Syllabus visibility – feature use

8. Discussion/Information Items

- Support from Administration – listed items
- Scott Ota – Canvas button on Solano homepage
- Training for new reviewers
- Policy for pilot courses
- Status of Dean serving on DE Committee – voting rights
- DE Coordinator & Instructional Designer – job description review

9. Course Shell Reviews

Course reviewers should be prepared to report on these courses:

- ENGL 002 (BH) Winifred & Elizabeth
- LR 010 (AL) Winifred & Sarah
- ENGL 002 (ML-R) Winifred & Barbara
- ENGL 001 (MG) Winifred & Laura
- OT 063 (JL) Barbara & Robin

10. New Course Shell Review Assignments

- LR 010 (TM)
- LR 010 (MV-B)
- PSYC 020 (SC)
- PLSC 001 (DC)

11. Next DE Meeting (10/10/16)

12. Adjournment

DE Committee Meeting Dates, Fall 2016:

August 22
September 12
September 26
October 10
October 24
November 7
November 14
December 5