# Distance Education Committee Meeting Minutes from 10/26/17

Present: Rebecca Baird, Karen Bishop, Tom Fiormonti, Sarah Phinney

1. Minutes from 9/28/17 approved.
2. Out of state students – Jeff Keele arranged a meeting for stakeholders to discuss this issue but the meeting had to be postponed. No new meeting date has yet to be set.
3. Access to Canvas courses after term – Sarah submitted a draft policy to the committee. The committee approved it, and Karen will present it to Academic Senate requesting that they approve it. If it is approved by A.S., it will be added to the Online Teaching Handbook.
4. The committee members discussed ways in which to proceed with the committee’s goal of providing training for faculty to teach online. The committee members agreed that the intent should be for the training to be a requirement in order for an instructor to be considered to teach an online section. It was suggested that we allow for an equivalency option for those who have had prior training or have taught online previously. There was also mention of a grandfather clause for those who have been teaching online for a prescribed number of years. Nothing firm was decided yet on any of these issues.   
   As for the training itself, the committee discussed current training that Sarah provides for accessibility and for learning Canvas. However, we don’t currently have any training in-house that covers online teaching pedagogy, which the committee members agreed is a major gap. Sarah shared information about the online courses that @ONE offers, but she suggested that it was unclear whether or not the courses they currently show on their website will be around for the foreseeable future. Sarah will contact @ONE, to get confirmation about their courses and the long-term aspect of them being offered. This topic will be further discussed at the next meeting.
5. Next meeting – November 30, 2017 (5th Thursday)