Distance Education Committee

AGENDA

March 1, 2019, 9am-10am, WebEx

1. Secretary: [Rotating]
2. Approval of the February 1, 2019 minutes (access here)

Old Business:

3. Subcommittees
   - Priority 1: Online office hours

Draft: Full-time faculty teaching in fully online programs in which students are not required to meet on campus, may hold a portion (tbd) of their office hours off campus, providing they are fully accessible to students via online meeting tools during scheduled office hours.
   - Priority 2: Online Strategy
   - Priority 3: Emerging Tech

4. Bylaws
   - Committee bylaws (current)
   - Committee bylaws (with edits)
   - Possible additions related to bylaw review, meetings/voting
     - At the first meeting of the academic year the Committee Chair will distribute the Committee bylaws for review and discussion.
     - Attendance and participation for meetings may occur either when members are physically present or via audio/web conferencing or a combination of the two.
     - If all members are physically present for the meeting voting will occur verbally. If meetings are held via audio/web conferencing or if there are some members on audio/web conferencing and others physically present, a roll call vote will be conducted. In the event a vote is required between meetings an e-mail vote will be conducted and the motion and results of the voting will be recorded in the next meeting minutes.

New Business:

- Announcements

Next meeting: April 5, 2019, 9-10am

-----

WebEx Meeting link
Committee on Distance Education Monthly Meeting
Hosted by Aura Lippincott

Friday 9:00 am | 1 hour | (UTC-05:00) Eastern Time (US & Canada)
Occurs the first Friday of every month effective 9/7/2018 until 6/7/2019 from 9:00 AM to 10:00 AM, (UTC-05:00) Eastern Time (US & Canada)

- Meeting number: 646 124 126
- Password: 1234
- [https://wcsu.webex.com/wcsu/j.php?MTID=m4774830f9d434d63c0384b1642d5b3d4](https://wcsu.webex.com/wcsu/j.php?MTID=m4774830f9d434d63c0384b1642d5b3d4)
- Join by phone
- 1-650-479-3208 Call-in toll number (US/Canada)
- 1-877-668-4493 Call-in toll-free number (US/Canada)
- Access code: 646 124 126