

Distance Education Meeting Minutes

Date: Friday, November 11th, 10:00-10:45

Location: ITC

In Attendance: Kathy Schultz, Teresa Borden and Melissa Colón

Agenda Item/Topic	Presenter	Discussion/Presentation	Follow-up/Time Frame
Discussion	Melissa	Discussion about the proposed Implementation and Proposed Plan for rolling out our new Course Management System, Canvas.	DE Committee made edits and suggestions to enhance the timeline clarity and information.

Next DE Committee Meeting – December 4th, 10:30-11:30 ITC, “Take A Look” at Canvas Workshop for all DE Committee Members & guests

Upcoming Events:

- **Save the date** – for the Online Teaching Conference 2016, scheduled to take place June 15-17. The event will return to San Diego for the third year in a row, by popular demand.

Meeting Minutes: Melissa Colón