

Distance Education Meeting Minutes

Date: 9/13/2013

Location: ITC

In Attendance: Mike Torok, Jana Connell, Kathy Schultz, Judy Reiman, Teresa Borden (Skype, virtual), Meryl Soto, Kirsti Dyer, Randy Barton, Melissa Colon

Agenda Item/Topic	Presenter	Discussion/Presentation	Follow-up/Time Frame
Article 5: Online Education Items for Contract Negotiations	Melissa	The committee discussed the different parts of the article and we will bring back the article in 2 weeks for a final review. Melissa will be compiling comments and feedback and send to the appropriate contacts: Jillian Daly for faculty and all comments to Victoria Simmons for administration.	Melissa will collect responses and feedback to forward to appropriate contacts.
Respondus Monitor Demo	Respondus	We were provided a demo of how the Respondus Lockdown browser along with the Respondus Monitor works. 200 free seats are available to utilize per our contract. *This method of lockdown and Web cam proctoring will not work with Linux or Google Chromebooks	Melissa will follow up to see if any faculty is interested in piloting this option and service.

Upcoming Events:

Meeting Minutes: Melissa Colon

Next DE Meeting: Friday, September 27th, 2013

Together we will work on practical solutions. Your contribution is appreciated!