

TCC Governance Committee Minutes
Distance Learning & Technology

Date: October 18, 2019

Time: 10:30 AM – 12PM

Location: 2408 Martin Building - Norfolk

Attendance

In attendance: Forrest Crock (Chair), Matthew Watts (Ex-Oficio), Amy Bohrer (VB), Leah Hagedorn (N), Bethany Wright (Librarian), John Morea (Ex-Officio), Jessica Morales (C), Beth A. Callahan, Deborah Posey, Elisabeth “Libby” Jakubowski, Iris Wang, Kelly Gillerlain, Michele Marits, Norris McClain

Absent

Julia Arnold (N), Andrea Pearman, Amanda Goldstein (DL),

I. Call to order

Meeting was called to order Forrest Crock at 10:35 a.m. A quorum was present.

II. Agenda Items

A. Approval of Minutes – The minutes of the September 2019 meeting minutes were approved. There was a motion to approve from Mattew Watts, and seconded by Kelly Gillerlain. All voted in favor.

B. Appoint a Secretary – Forest appointment a seceratary, Beth Callahan, no objections were given.

C. Subcommittre Reports –

1. Pamphlet

- i. Libby reported that the subcommittee had been working together through email and had several examples of information that they would like to include in the handout on online classes
- ii. They are still working on a title

- iii. Matthew suggested instead of pros and cons to have benefits and challenges with resources attached to the challenges
 - iv. Kelly suggested one line be added about "Z" degree courses
 - v. John also stated that there needs to be consideration that are all online and can not come in to face-to-face classes
- 2. Online/Hybrid
 - i. No report
- 3. Zoom
 - i. Matthew reported that the subcommittee was meeting after the meeting today
 - ii. They have discussed developing an online proctoring pilot and may look into testing it in the Testing centers
- 4. OVN
 - i. Amy reported that the subcommittee met and talked about the informal processes for OVN
 - ii. John will give access to the subcommittee to look at a course structure
 - iii. They talked about looking at how peer-to-peer tutoring would look
 - iv. There was also discussion at reviewing templates from OVN that may be used to benefit all online classes and not just OVN

D. PAPC Updates

- 1. Forrest reported that the PAPC met last month, and he will let us know when there is a charge given.
- 2. Forrest stated that faculty senate is looking into the differences between class sizes of online classes between campuses.
- 3. Forrest suggested that this would be within the DLTC scope and asked if people would be interested in participating

III. New Business

- A. DTLC involvement with all classroom technology was mentioned
- a. DTLC encompasses all technology in class and not just online classes
 - b. This would include the MPS stations in the classrooms

- c. Forrest would like us to think about the possibility of creating a charge based on the need to become more active in classroom technology

Meeting was adjourned at 11:08 PM.

Next meeting scheduled for 11/15/2019 in Norfolk classroom 2610