

Distance Education Committee
AGENDA
Tuesday
May 8, 2012
12:30 p.m.
Lib 301

- I. Call to Order
- II. Approval of April Meeting Minutes
- III. Reports
 - A. CSIT – Williams
 - B. Presentation to Academic Affairs Committee - Chair
 - C. OCRC – Chair
 - D. DACRC – Chair
 - E. DEC annual report – Williams
 - F. Cross platform training of OCRC committee members – Sukowski
 - G. Reports on Unit responsibilities according to Appendix G
 - H. Meeting Schedule for 2012-2013 academic year
 - I. DEC membership replacements

1. College of Education- appointed by Union Chapter President

**Neither representative has attended meetings
Greg Place should be deleted and replaced with Miguel Fernandez and an alternate appointed.**

Miguel Fernandez	Angelique Jackson
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2. IT - appointed by IT Director

Creola Rigsby attended one meeting –

Creola Rigsby	Janet Oliver
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3. GRADUATE COUNCIL

Danny Block is attending meetings; an alternate needs to be named

Danny Block	
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4. UNIVERSITY CURRICULUM COORDINATING COMMITTEE- appointed by Committee Chairperson

Kathy Degnan has not attended meetings; she needs to be replaced and an alternate named.

Kathy Degnan	
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5. REGISTRAR – to be selected by the Provost

Townsend has not attended meetings regularly; she needs to be replaced and an alternate named.

Daphne Townsend	
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6. Union – appointed by Union Chapter President Mr. Williams is retiring.

George Williams	Union
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- IV. Unfinished Business
 - A. Administrative cancellation of online classes

- V. New Business
 - A. DEC Officer election results
 - B. Issue: Students listed in Moodle classes who have been dropped or have withdrawn from CSU classes.
 - Motion: moves that the Director of the CTRE bring this issue to the Provost and Registrar that students who withdraw from or who are dropped from campus classes be removed from Moodle rosters on a weekly basis.
 - C. Accessing Moodle
 - 1. Direction for logging onto the Moodle Home page
 - 2. CSU Home page [prominent]
 - 3. Cougar Connect [prominent]
 - 4. Cougar connect tutorials
 - 5. Course Schedule bulletin [1st page prominent]

- VI. Open discussion

- VII. Adjournment