

**Agenda – Meeting 11**  
**Distance Education Committee**  
**Vernon College**

September 12, 2014 ▪ 10:00AM ▪ VER RM 204, CCC RM 712

<b>Vernon College Position</b>	<b>Member</b>	<b>Present</b>	<b>Not Present</b>
Instructor/ Instructional Design and Technology Coordinator	Roxie Hill, Chair		
Dean of Instructional Services	Dr. Gary Don Harkey		
Dean of Student Services/Athletic Director	John Hardin III		
Dean of Admissions and Financial Aid/Registrar	Joe Hite		
Director of Information Technology	Jim Binion		
Director of Quality Enhancement	Criquett Lehman		
Director of Financial Aid	Melissa Elliott		
Early College Start Coordinator			
Division Chair - Behavioral and Social Sciences, Government Instructor	Greg Fowler		
Division Chair- Math and Science, Math Instructor	Dr. Karen Gragg		
Division Chair - Communications, English Instructor	Joe Johnston		
Division Chair- Information and Industrial Technology, Industrial Automation Instructor	Mark Holcomb		
Mathematics Instructor	Dr. Brad Beauchamp		
English Instructor	Cindy Coufal		
Government Instructor	Kirk Polk		
ADN Instructor	Beth Arnold		
ADN Instructor	Christine Reece		
Professional Staff	LeAnn Jordan-Scarborough		
Professional Staff	Gene Frommelt		
Student Government Representative	Sjohnton Fanner		

**Call Meeting to Order**

**Approve Minutes for previous meetings** (Exhibit A) – Action Item

**General Business Report**

DE Chair

**Distance Education**

- Manual – Exhibit B
- **Accreditation and Mandates**
  - Fifth Year Interim Report – Sections Submitted
    - FR 4.8.1
    - FR 4.8.2
    - FR 4.8.3

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- **Quality of Online Instruction**  
Rubric of Online Instruction – modifications/enhancements
  - Process
  
- **Online Technology**
  - Testing (Respondus Monitor)

Next Meeting

- **Adjournment**

**Meeting Notes:**