

**Agenda – Meeting 9
Distance Education Committee
Vernon College**

November 22, 2013 ▪ 11:00AM ▪ VER RM 423, CCC RM 717

Vernon College Position	Member	Present	Not Present
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	Jessica Bennett		
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 meeting (Exhibit A) – Action Item

General Business Report

DE Chair

Distance Education

- Manual Review – Exhibit B
- **Accreditation and Mandates**
Fifth Year Interim Report
- **Quality of Online Instruction**
Rubric of Online Instruction – modifications/enhancements

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- **Online Technology**
 - Blackboard Collaborate
 - Blackboard Service Pack Upgrade
 - Testing (Respondus Monitor)

Next Meeting – Electronic December 2014

- **Adjournment**

Meeting Notes: