

**Agenda – Meeting 8
Distance Education Committee
Vernon College**

September 20, 2013 ▪ 11:00AM ▪ VER RM 204, CCC RM 712

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		
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 Update**
- **Accreditation and Mandates**
 - Fifth Year Interim Report
 - 2013 Distance Education Survey – Instructional Technology Council – Exhibit B
- **Quality of Online Instruction**
 - Rubric of Online Instruction – modifications/enhancements

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- **Online Technology**
 - Blackboard Collaborate Update
 - Blackboard Update
 - Testing (Respondus Monitor)

Next Meeting – Friday, November 22

- **Adjournment**

Meeting Notes: