

# Distance Learning Committee

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## MEETING MINUTES January 18th, 2019

### **I. Call to order**

Jim Roomsburg called to order the regular meeting of the Distance Learning Committee around 9:00am on Friday, January 18, 2019 in TEC 229.

### **II. Roll Call**

*The following committee members were present: Benjamin Cagle, Dr. David Carty (via zoom), Susan Heyde (via Zoom), Dr. Rhonda Lee-Ernest, Jim Roomsburg, Rebecca Wagner (via zoom), Genevieve White and Caroline Hammond.*

*The following committee members were excused: Mindy Farley, David Griffith, Heather Smith, Dr. James Yates and Ray Winiecki.*

### **III. Approval of minutes from the last meeting**

Susan Heyde made a motion to approve the minutes of the committee meeting held on Friday, November 16th, 2018. The motion was seconded. All approved.

### **IV. Old Business**

- a. Blackboard Course Availability: Motion was made for Benjamin Cagle to send an email to faculty informing them of the current process and to report any feedback at the next Distance Learning committee meeting. The motion was seconded. The motion passed.

### **V. Adjourn**

Benjamin Cagle moved to adjourn. The motion was seconded. All approved. The meeting was adjourned about 10:00am.

*Minutes submitted by:  
Benjamin Cagle*