

University of Mary Washington
Distance and Blended Learning Committee
Academic Year Fall 2017 – Spring 2018

Meeting Date: February 01, 2018.

Meeting Location: HCC 310.

Members in Attendance: Steve Greenlaw (CAS), Marisa Martinez-Mira (CAS), Andrew Marshall (CAS), Paul Boger (Ex-Officio), Jesse Stommel (Ex-Officio), Hall Cheshire (Ex-Officio).

Kim Gower (CAS) and Jo Tyler (COE) comments submitted electronically.

Time of Meeting Start: 4:00pm.

Meeting Business:
Course Proposals:

- **Proposals Fall 2018**
 - o Econ 201 (Tim Schilling):
 - Action: Not Approved.
 - Recommend a revisial and resubmission.
 - o EDSE 535 (Lindsay Payne):
 - Action: Approved
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 - Action: Approved
 - o Math 120 (Randall Helmstutler):
 - Action: Approved
 - o STAT 180 (Julius Esunge):
 - Action: Approved

Other Committee Business:

1. Determine Spring 2018 Meeting Dates:
 - a. Action: Future Spring 2018 meetings will be held on Wednesdays at 4:00pm. The dates will be determined by poll to be sent to the committee members by Andrew Marshall.
2. Improving the proposal process, a continuation of the Fall semester discussion.
 - a. Action: Hall Cheshire will investigate and perhaps demo a new on-line document submission and tracking platform which could possibly be used for the on-line proposal submission process.
 - b. Action: Committee members should review and comment on the updated proposal form sent by Jesse Stommel.

3. Technology accessibility, a continuation of the Fall semester discussion.
 - a. The committee will invite Jessica Machado to attend the next meeting.
4. Committee Chair's survey:
 - a. Andrew Marshall will complete the chairs survey and send it to the committee for review before submission to the UFOC.

Meeting Adjourned at 5:00pm

Next meeting: TBD