

Distance and Blended Learning Committee

August 18, 2020

1:00 p.m. via Zoom

Special meeting with members of UFC to discuss J-Term and Spring 2021

Committee Members in Attendance: Christy Irish (CoE, committee chair), Mukesh Srivastava (CoB)

Visitors in Attendance: Paul Boger (Stafford Campus Library), Andrew Dolby (CAS), Anand Rao (CAS), Jerry Slezak (Digital Learning Support)

- I. Meeting called to order at 1:00 PM
- II. New Business: UFC requests DBLC input on J Term and Spring 2021 online course approvals.
 - A. The DBL committee is working under the assumption that spring 2021 may look similar to fall 2020. We need to find a new way to approve online courses. We need flexibility for the spring semester. The traditional model and process may be unrealistic.
 - B. Other elements to consider: People now have some experience teaching online. J Term will be online only. The faculty course schedule build for spring will also need to be majority online.
 - C. Committee suggests using modified form from fall for faculty to submit as a Google form to receive faculty approval/online designation. Faculty submit one form (not one for each course). This way the committee can approve the instructor for all of their courses. Each faculty member will still have to submit the registrar form to their department chair. The approval form will only be used for the current academic year (not a permanent online designation).
 - D. Moving forward, the committee will consider changing the proposal process for full online designation, keeping the ReFocus online training in mind. The committee may reach out to ask Victoria Russell in the teaching center if she would like to be involved in helping with the new process, as she has experience and the teaching center may want to help.
- III. Adjournment at 2:00 PM

Minutes taken by committee chair, Christy Irish (CoE). Formatted and submitted by committee secretary, Adria Goldman (CAS).