

Distance and Blended Learning Committee

Meeting Minutes

November 10, 2023, 4:00 p.m.

Zoom meeting

In Attendance

Melody Denhere, Suzie Kim (chair), Janie Lee (secretary), Jerry Slezak (ex officio), J.D. Swerzenski, Ping Yin

Approval of Minutes

The minutes from the September 8 meeting were approved via email.

Updates on Chair Activity

The following courses were reviewed and received emergency approval for Spring 2024 only (chair review by Suzie Kim).

1. BLST 312 (Robinson)
2. GBUS 503 (Marsh)
3. GISC 450 (no instructor yet)
4. INDT 531 (Hughes)
5. SOCG 253 (Gatton)

Consideration of Applications for Summer 2024

The following courses were reviewed and received full approval for Summer 2024. All applications received the committee's comments for improvement, which the Chair will forward to applicants.

1. EDCI 506 (all instructor)
2. EDCI 532 (all instructor)
3. EDSE 506 (all instructor)
4. EDSE 589 (all instructor)

Consideration of Applications for Fall 2024

The following courses were reviewed and received full approval for Fall 2024. Both applications received the committee's comments for improvement, which the Chair will forward to applicants.

1. ACCT 101 (Yang)
2. HIST 466 (Fernsebner)

Update on Language of Student Support Materials

Paul Boger suggested updated language on the document for student support services on the committee website.

<https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/distance-and-blended-learning-committee/application-for-majority-online-courses/>

The Chair will circulate the updated document.

Discussion of Emergency Approval Policy

The committee started discussing the policy of approval emergency applications. Often, these applications are sent to the Chair late. The Chair is under pressure to approve emergency applications quickly and the committee ends up having to send multiple updated action items to the UFC chair. The committee will continue discussing a possibility of updating the emergency approval policy.

Future Meeting Dates for Spring 2024

Meeting dates for Spring 2024 are set for February 2 and April 5. Both meetings will be at 3:30 pm.

The meeting adjourned at 4:36 p.m.

Respectfully submitted,
Janie Lee, secretary