

Best Practices for AC Distance Learning
Wednesday, February 11, 2009
Library 113 – 1:45 p.m.

Minutes

Present: Carol Buse, Mark Hanna, Lana Jackson, Sabra Gore, Kara Larkan, Danita McAnally,
Brian Nixon, Mark Rowh, Kay Taylor, Patsy Lematser

Absent: Claudie Biggers

1. Faculty Evaluation Update
(Mark Rowh, Sabra Gore, Lana Jackson, Mark Hanna)

Mark Rowh updated the committee on activities to finalize the student evaluation instrument. After discussion, changes were suggested by the committee. Mark will discuss changes with the Faculty Evaluation Committee and bring a corrected version to the next meeting.

2. Best Practices/Peer Review Instrument Revision - Discussion
(To be distributed)

Discussion about the instrument and suggestions were made. The instrument will be updated as discussed and copies will be provided for review at the next meeting.

3. Flowchart for Course Production and Periodic Evaluation Process – Discussion
(To be distributed)

A motion was made by Lana Jackson, to rename the flowchart “Instructional Production and Evaluation Process” and make the changes as discussed. The motion was seconded by Mark and motioned passed. The corrected flowchart will be distributed at the next meeting.

4. Additional Information, Activities, Discussions Need for SACS Substantive Change
(Lana Jackson, Mark Hanna)

Lana and Mark distributed information and provided an update on activities for SACS Substantive Changes.

5. Next Meeting

Thursday, March 26, 2009 – 1:00-2:00 pm