

MEETING MINUTES – 9/2/2016

Present: Julie Armbricht, Craig Rodrigue, Scott Huber, Tim III, Brandy Scarnati, Thomas Kearns, Amanda Sagun, Eddie Burke, Paul Davis, Kelly Gallup

1. Minutes from April 2016 meeting were approved.
2. WebCollege Updates
 - a. WCFAC will hopefully become a faculty senate standing committee this semester.
 - b. QM Certification for different sections/instructors of the same course - maybe just a shell or template should be set up and shared with other instructors? Instructors should still have the ability to add personal touches and materials. However, if the materials are changed, does that mean they might not align? Brandy will check with Mary Wells about this.
 - c. About 30 people attended the DE Institute in August.
 - d. 3rd Party Resources – no help, trouble-shooting, or data once the publishers sell their programs. Brandy is suggesting a policy to keep track of what is being used and how much, etc. Thomas created a checklist to help with compliance.
 - e. There was some discussion about video storage, etc. just to update new members.
 - f. Courses currently going through QM:
 - i. Art 100
 - ii. Spanish 211
 - iii. English 98
3. New Business
 - a. Still looking for additional/new committee members will be recruited for next year to replace members who no longer attend/wish to participate.
 - b. Professional Development Class-will be offered again this semester

2016-17 Meeting Schedule – Save the Dates:

- Fall 2016:
 - Sept. 30
 - Nov. 4
 - Dec. 16
- Spring 2017:
 - Feb. 3
 - Mar. 10
 - April 14
 - May 12