FLORIDA GULF COAST UNIVERSITY

Ad Hoc Task Force to Develop a Strategic Plan for Online/Distance Learning

Agenda – April 11, 2014
2:30 PM – 3:30 PM
Holmes Hall 109

Members:
- Mary Banks, Business Technology Services
- Cathy Duff, Academic & Curriculum Support
- Charles Fornaciari, Lutgert College of Business
- Carolynne Gischel, College of Education
- Karen Landy, College of Health Professions and Social Work
- Danielle Rosenthal, Library Services
- Mike Salmond, College of Arts and Sciences
- Paul Snyder, Planning & Institutional Performance
- Paul Thornton, Continuing Education & Off-Campus Programs
- Janusz Zalewski, U.A. Whitaker College of Engineering

1. Approval of minutes and agenda
2. Follow-up on SACS definition of distance learning please reference Distance Correspondence policy on Task Force website:
   - Definition of Distance Education: For the purposes of the Commission on College’s accreditation review, distance education is a formal educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors are not in the same place. Instruction may be synchronous or asynchronous. A distance education course may use the internet; one-way and two-way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, or wireless communications devices; audio conferencing; or video cassettes, DVD’s, and CD-ROMs if used as part of the distance learning course or program.
   - Definition of Correspondence Education: Correspondence education is a formal educational process under which the institution provides instructional materials, by mail or electronic transmission, including examinations on the materials, to students who are separated from the instructor. Interaction between the instructor and the student is limited, is not regular and substantive, and is primarily initiated by the student; courses are typically self-paced.
3. Begin outlining goals and analyzing quality and improvement measures for online learning – Led by Carolynne Gischel
4. Reminder that Dr. Toll will be joining the group at the 4/18 meeting