## Imperial Valley College Distance Education Committee Meeting Official Minutes April 20, 2009

**Present:** Martha Olea Allyn Leon

Deirdre Rowley Andres Martinez

Gaylla Finnell Michael Heumann (Co-Chair)
Gloria Carmona Frank Rapp (Co-Chair)

Jeff Cantwell

**Absent:** Robin Ying Mary Jo Wainwright

Taylor Ruhl Paige Lovitt
Omar Ramos Andres Martinez

The meeting was called to order at 3:30p.m., by Michael Heumann.

I. Consent Agenda: M/S/C (Leon/Rapp) to approve the minutes.

## II. Reports/Updates:

- 1. Tech Camp 2009 Update Michael reported that 12 people have completed the survey. Most popular session topics: #1 Accessibility, #2 Technology Training, #3 Advanced Etudes Session. Michael will send it out again in order to get more.
- **2. Etudes spam issue** Michael reported that the IP address connected to Etudes was causing the server to flag it as a virus. Michael spoke to Vivie Sinou at Etudes and they are working on this issue.
- **III. Action Items:** M/S/C (Leon/Finnell) to approve the Distance Education Terminology.

## IV. Discussion/Information Items

- 1. Evaluation of DE Courses Some changes were made to the wording in the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> paragraphs. Michael will also get input from Paige Lovitt on accessibility at the next meeting. Allyn mentioned to the group that AWC has a great timeline on their website. Allyn will send that link to Michael.
- 2. Other Some discussion on the Etudes Summit held recently in Los Angeles. Michael, Deirdre and Frank Rapp attended the 3 day Summit. All felt the Summit was a success. Michael was also a presenter for one of the sessions.

## V. Meeting adjourned at 4:30 p.m.