



Distance Education Advisory Committee

Meeting Minutes for 3-28-19

Library, Room 202 1:30 – 2:30 PM

Meeting Materials:

- Minutes for 2-28-19
- Agenda for 3-28-19
- DE Attendance Policy Revision Proposal

**Present**

Elana Azose (PD)  
 Dustin Black (Chair;  
 LLR/BSS)  
 Kevin Degnan (HUM)  
 William Doyle (FA)\*

Mark Fields (IT)\*  
 Steve Han (NS)\*\*  
 Crystle Martin (Dean, LLR)  
 Mary McMillan (LLR)  
 Laurie Houske (BSS)

Kurt Hull (BUS)  
 Rhea Lewitzki (HUM)  
 Jim Noyes (NS)  
 Gema Perez (LLR)

\* Via ConferZoom \*\*guest

**Welcome & Introductions**

Dustin Black (DB) greeted committee members and recognized guests.

**Minutes Approval**

DEAC meeting Minutes from 2-28-19 were briefly reviewed, corrected, and approved.

**DE Policy Development**

DE Attendance Policy:  
 DB reiterated gratitude for contributing members’ efforts in developing the current draft DE Attendance Policy Proposal, then initiated discussion of further revision. The text of said proposal was projected for review. DB suggested “required interactions” as the DE attendance metric best suited to mirroring existing F2F attendance policy’s “class meeting time”. Jim Noyes (JM) requested clarification on which DE interactions would and would not qualify under said definition, to which DB responded with reference to examples described in various Federal and State guidelines. Elana Azose (EA) expressed concern that a DE attendance policy reflecting the existing “10%” threshold may be implemented in ways that did not foster fairness to students, student success/retention, etc. Gema Perez (GP) suggested that thus far, these concerns have not born out in actual faculty practice. Laurie Houske (LH) expressed concern that the proposal, if worded in language too narrow, may be met with resistance by faculty who feel their discretion or academic freedom is being curtailed. Rhea Lewitzki (RL) suggested that further development reflect the notion that a new paradigm is needed for crafting such policy. A lively discussion ensued between all parties. Kurt Hull (KH) suggested maximum flexibility in the policy wording to address LH’s concern. Crystle Martin (CM) recommended that the committee hold off on a vote, in favor of further revision and refinement.

**Information Items**

Discussion of OEI participation and 2018 DE Survey results were tabled for a future meeting.

**Other Discussions & Adjournment**

No other discussion to report. DB thanked all for attending and adjourned the meeting at 2:28 PM