

# Standing Committee: Instructional Technology and Distance Learning Committee

---



## Minutes of Instructional Technology and Distance Learning Committee

Meeting – April 16, 2008

**Members Present** - Frances Stewart, Margaret Robinson, Sharon Romine, Charles Fowler, Chantae Calhoun, Rachel Morgan, Harold Dennard, Kesha James and Mark Whigham

The meeting was called to order by the co-chairs, Mark Whigham and Kesha James. The agenda was approved as presented. The committee began discussing the need for an evaluation of the current Distance Learning and Instructional Resources. There was a suggestion that the I Can Learn Lab be restructured.

Additional recommendations for new Instructional Resources included SharePoint and Google Docs and Wimba.

The following items were discussed as possible recommendations for the committee

- Add to the Blackboard training a session that will give the faculty a student view of Blackboard
- Begin blending MAC computers in lab configurations
- Implement smart card technology for another phase of Lab security
- Have a lab assistant for each lab
- Make sure that there is adequate funds in the budget for the ongoing process of implementing technology in the classroom.

The meeting was adjourned

Minutes recorded by Mrs. Kesha James.

Attachment: Agenda