Policies & Procedures Committee

Minutes

Tuesday, June 9, 2015
Magnolia Office Park South, Suite 200
10:00-11:00AM

Present. Dr. Donna Slovensky (Chair), Dr. Scott Boyar, Dr. Jackie Moss, and Dr. Jonathan Waugh.

Absent. Dr. Catherine Danielou, Dr. Elizabeth Fisher, and Ms. Allison Solomon.

Dr. Donna Slovensky called the meeting to order at 10:00AM.

Minutes from the April 14th meeting were not approved since a quorum was not present at the beginning of the meeting. Review of the Minutes led to one correction: Under the first step, “Syllabus minimum requirements,” the word policy should be changed to “best practice guidelines.”

Discussion and Next Steps

1. Syllabus minimum requirements. Dr. Jonathan Waugh reported that the collection of sample syllabus formats is underway. Final products will be housed on the eLPS and CTL sites.

2. Course minimum requirements. The course minimum requirements issue has been addressed through the Canvas template and will be further addressed through Item 1, syllabus guidelines.

3. DCG guidelines. Deferred until discussion with Dr. Elizabeth Fisher to identify the status when Dr. Martha Bidez retired.

4. Online Student Orientation. Deferred until Dr. Catherine Danielou and Dr. Fisher are available for discussion.

5. Transfer Credit Policy. Deferred until discussion with Dr. Fisher to identify the status when Dr. Bidez retired.

Dr. Jackie Moss reported that she will begin a six-month sabbatical effective August 24, 2015.

Dr. Slovensky adjourned the meeting at 10:30AM.

The next meeting of the Policies & Procedures Committee is scheduled on Tuesday, August 11th at 10:00AM in MOPS 200.