**Distance Learning Advisory Committee – Meeting Minutes**

**March 2nd, 2016, 10 a.m. to 11 a.m. via Collaborate.**

1. Attendance

Jim Cope, Robert Swift, Hussein Abaza, Christopher Welty, Valerie Dibble, Bob Brown, Jim Wright, J. D. Johnson, Lisa Johnson, Stephen Bartlett, Marina Koether, Bill Bailey, Alison Hedrick, Nyasha GuramatunhuCooper

1. Minutes from 2-3-2016 approved.
2. Bylaws Accepted with no changes.
3. The following is response to be sent to the CFC of the CHSS:

Dear faculty on the CFC of the CHSS. The DLAC has met to discuss your question and here is our response. The question posed was why are the semester-end bonus funds of students who drop an on-line course prior to the Last Day to Withdraw Without Academic Penalty not shared with the faculty who had worked with the student up until their withdrawal date.

When students withdraw before the Withdraw without Academic Penalty, they get different amounts of refund based on their individual circumstances. Because there is no way to track the amount refunded to each student, there is no way to determine how much or any of that money should be refunded to the faculty member.

The committee agreed that the purpose of the bonus funds is to encourage faculty effort to engage students and help them progress in an online environment. It was the consensus of the committee that faculty are paid to teach a class and that these funds are in addition to their regular pay. KSU is very fortunate to have such funds available to faculty as KSU is unique in that respect. Faculty do earn the bonus for students who do withdraw a day after the Last Day to Withdraw Without Academic Penalty. The DLAC recognizes that funds are available with respect to those students who withdraw and those funds are dispersed to each college to enhance on-line teaching.

1. The following is the DLC’s proposal for DLAC’s support of an initiative to form a task force to develop large enrollment general education courses as a pilot program:

The DLAC voted to support the Division of Technology Enhanced Learning and the Distance Learning Center’s proposal that a working group be formed of one experienced online instructor from each General Education area to research, design, and deliver pilot sections of large enrollment online courses. This initiative is a part of an effort to remove the bottleneck for students that exists because we do not offer enough online general education courses.