Distance Learning & Instructional Technologies Advisory Committee (DLAC) Meeting
Thursday, August 27, 2015
University of North Texas – Dallas, Dallas, Texas

Minutes

Call to Order: DLIT Advisory Committee meeting was called to order at 10:05 a. m.

Attendees: Arturo Cole, Glenda Balas, Pamela Harris, Cynthia Johnson, Constance Lacy, Mark Stanley, Brenda Robertson, Cynthia Suarez, Larry Terry, Banu Goktan Bilhan, Brian Miller, Tanisha Bell

Absentees: Arthur Lumzy, Steven Arenz, Katrina Cornish, Alounda Joseph, Marco Shappeck, Syeda Jesmin

Amendments: Meeting minutes should reflect Dean Glenda Balas as DLAC Committee member.

Discussion:

Introductions of new members – Brian Miller (DLIT), Tanisha Bell (Advising), Banu Goktan Bilhan (Business), and Steven Arenz (ITSS), Marco Shappeck (Education)

B. Goktan Bilhan – Schedule for eight-week courses does not reflect eight weeks of instructions. Concerns regarding distance learning courses not meeting the required 42-45 hours of instructional time were discussed. Suggestion to invite Registrar to next meeting was welcomed.

Combining course sections of same class for instructor's ease was discussed which raised additional questions regarding the rationale to create additional sections.

G. Balas - The (30) student cap justifies creation of new distance learning sections. School of LALS compensates faculty overload based on student count if student enrollment in course is not met.

C. Suarez – Fifteen computers will receive new ADA software: (5) JAWS; 10 MAjic. WIN software download will be available for all UNT Dallas faculty and students. Continued discussion on compliance of instructor videos was welcomed. Instructors who utilize DLIT digital media services will receive captioning services. Those who create their own are responsible for their own closed captioning. YouTube accounts are suggested since they have built-in closed captioning features. B. Miller will work in concert with C. Suarez with online instructional tools/software for ADA compliance.

Are there ADA captioning issues for Spanish or other languages? YouTube settings include changing of language settings when needed.

Instructors can personalize test exceptions in Blackboard to meet ADA accommodations.

C. Lacy - New HSML and COUN faculty with distance learning experience have been hired.

A.Cole - The timeline, nomination process and criteria of the new "Excellence in Online Teaching" Awards was presented to committee. DLAC committee members are encouraged to assist with the nomination process.

Next meeting agenda:

Invite Registrar, Karen Jarrell to discuss scheduling process

Meeting adjourned at 12:02 p.m. Next meeting Thursday, September 24, 2015, 10:00 a.m. – 12:00 p.m.