Distance Education Committee (DEC)
Minutes for March 11th Meeting
Location/Time: Palanakila 117 from 12pm – 1pm

Attended: Lance Uyeda, Ross Langston, Johnny Singh, Sam Craddock, Jamie Boyd, Brian Richardson, Elizabeth Ratliff, Sarah Hadmack, and Mike Tom.

Absent: Kaahu Alo

The meeting was called to order at 2:30pm

Discussed Items:

• Approval of February 7, 2014 meeting minutes
  ▪ Minutes approved as circulated [Lance 1st, Jamie 2nd]

• Concern for student cheating
  ▪ problem of secure testing:
    - copying information
    - allowing students to access the test remotely
  ▪ How reasonable is it for us to expect the Testing Center to monitor students closely?
  ▪ Brian will ask the CDC (curriculum Development Committee) what other campuses are doing.
    Are there strategies that we might be able to use?
    Is there an alternative secure testing system?

• Discussion of letter written by Jamie regarding support for distance education at Windward CC
  ▪ approved as circulated [Sarah 1st, Sam 2nd].

• Discussion of peer review form
  ▪ Motion to accept [Ross 1st, Jamie 2nd].
  ▪ The committee discussed the survey results and noted the following common requests:
    ▪ Johnny will send to Ardis.

Meeting adjourned at 3:34pm

Submitted by Brian Richardson