



IT/DE Sub-Committee
Meeting Agenda
February 15, 2019 @ 2:00 p.m.
Media Education Center (MEC)

- I. Call Meeting to Order and Establish a Quorum**
- II. Approval of Agenda**
- III. Approval of Minutes from Last Meeting**
 - 1. Previous Meeting Minutes**
- IV. Informational/Discussion Items**
 - 1. IT/DE 3 year plan status/Retention Plan, C-RAC Review, SARA Application Review**
 - 2. Recap of last meeting (Spring 2019 Priorities and C-RAC guidelines)**
 - 3. Meeting Minutes Taker**
 - 4. Distance Learning Description Update on Luna Website**
 - 5. Online Student Evaluation Questions Review**
 - 6. Standardization of the Getting Started Folder on all online courses**
- V. Action Items**
 - 1. IT/DE Retention Plan Strategies**
- VI. New or Follow-up Items for Next Meeting's Agenda**
- VII. Next Meeting Scheduled – 3rd Friday of the Month at 2:00 p.m. (Pushed to March 22 due to Spring Break)**
- VIII. Adjournment of Meeting**