

**On-Line Learning Committee Meeting
November 30, 2018
10:30AM
Martin Building Room 2610**

Here are the major issues addressed at the meeting:

- 1) **Canvas Template** – What should be included in the Canvas template? There are five general requirements: 1) Canvas Student Orientation, 2) Academic Calendar, 3) Student Handbook, 4) Student Services, and 5) Technical Support.
- 2) **Default Menu Items** – Suggested default menu items for Canvas are as follows:
 1. Home.
 2. Syllabus.
 3. Announcements.
 4. Modules.
 5. Grades
- 3) **Canvas Blueprint** – Distance Learning was asked to create a Canvas Blueprint and put it in all Spring Canvas classes.
- 4) **Canvas Student Orientation** – Canvas student orientation should be an assignment in all SDV classes .