

**TCC Governance Committee Minutes**  
**Distance Learning & Technology**

**Date:** February 28, 2020

**Time:** 10:30 AM – 12PM

**Location:** 2408 Martin Building - Norfolk

**Attendance**

**In attendance:** Forrest Crock (Chair), Leah Hagedorn (N), Beth Callahan (secretary), Elisabeth “Libby” Jakubowski (Counselor), Bethany Wright (Librarian), Julia Arnold (N), Amanda Goldstein (DL), Kelly Gillerlain (C), Deborah Posey, Amy Bohrer (VB), and Ané Pearman

**Absent:** John Morea (Ex-Officio), Matthew Watts (Ex-Officio), Norris McClain (D), Iris Wang (DL), Michele Marits, and Jessica Morales (C)

**I. Call to order**

Meeting was called to order Forrest Crock at 10:39 a.m. A quorum was present.

**II. Agenda Items**

A. Approval of Minutes – The minutes of the January 2020 meeting minutes were approved. There was a motion to approve minutes Kelly Gillerlain and seconded by Ané Pearman. All voted in favor.

B. Subcommittee Reports –

1. Pamphlet

- i. Draft reworded on 11<sup>th</sup> edition

2. Online/Hybrid Syllabus

- i. Ané reported that they have narrowed down to five sections of the syllabus to work on
- ii. Will submit the changes DLTC on email and then submit to Instruction Committee

3. Zoom

- i. No report

4. OVN

- i. No report

C. PAPC Updates

- 1. No report

III. New Business

- A. n/a

Ané motioned to adjourn, and Debra seconded.

Meeting was adjourned at 12:02 p.m.

Next meeting scheduled for 03/20/20 in Norfolk, room Martin 2610

Submitted: Beth Callahan