**DE COMMITTEE (“DEC”) MINUTES**

Date of Meeting: - 5/1/13 Location: Academic Affairs Conference Room Time: 1:30 pm – 3:00 pm

Voting Members Present: David Jordan (Co-Chair), Stephanie Atkinson-Alston , Myriam Levy (AS Rep), Gina Ladinsky (AS Rep), Vilma Bernal (AS Rep), , Diana Bonilla (AFT Rep)

Voting Members Absent : Hanh Tran (IT Mgr), Curriculum Dean (vacant) , Richard Rains (AFT Rep), Louise Barbato (AFT Rep),

Guests: Paul McKenna (ITV), Adrian Gonzalez (DSPS), Marie Zaiens (LRC/Library)

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**On May 1st, 2013 at 1:30 pm, the DE Committee met with a quorum of members to complete its final review and to make a recommendation on the college Course Management System (CMS).**

**Thereafter, the DE Committee, having reviewed student and faculty surveys, and a Course Management Systems Analysis (CMSA), Executive Summary, and Addendum to the CMSA (all posted on the DE website at lamission.edu/de) unanimously approved the following recommendation.**

**DE recommends:  That LAMC enter into a contract with Etudes Course Management System commencing July 1st , 2013. DE recommends the contract with Moodle Course Management System (hosted by Remote Learner) not be renewed effective June 30th.**

**Per ACCJC Accreditation recommendations, the College needs to establish a "line item" in the college budget to assure continuous funding of its course management system.**

**Some departments will continue using Ecollege/MyLabsPlus which currently have no fiscal impact on the college**

**In summary, two Course Management Systems (CMS) are approved by DE for LAMC - Etudes and Ecollege/MyLabsPlus.**

**It should be noted that no other Course Management System (CMS) can be used at LAMC unless reviewed, recommended and approved by the DE Committee.**

**The above DE recommendation will be presented to the Educational Planning Committee (EPC) on May 6th, 2013 for review and approval.**

**Accessibility Adrian Gonzalez requested, and the committee agreed that Etudes be contacted and requested to provide a “VPAC” which will ensure that its CMS is compliant with federal “accessibility” guidelines and regulations.**

Meeting adjourned: 2:30 pm

Future Meetings – Spring 2013 –

**Weds. 5/15/13 -** @ 12:30 - 2:00 pm,

Academic Affairs Conference Room