

Degree Completion Team  
December 4, 1998 Meeting Minutes

The project team was updated on the November trip to SREB and the discussions about the Southern Regional Electronic Campus ([www.sreb.org](http://www.sreb.org)). TECLink plans to borrow liberally from the success of the SREC in developing the on-line course catalog. It is hoped a statewide electronic catalog could be active by Spring, 1999.

The project team reviewed a letter to campus Provosts and Chief Instructional Officers asking for a campus coordinator for the catalog project. Each coordinator would assist in the creation of the on-line electronic catalog by posting available distance delivery courses. Coordinators would meet in Columbus for a one-day workshop in January. Coordinators would be familiar with a campus's distance learning offerings.

The team discussed marketing of TECLink programs and proposed that the Marketing Subcommittee meet immediately after the new year. The team also discussed at length the importance of advising for distance students. The Advising Subcommittee presented several points that must be addressed before the catalog opened including student access to advisers, adviser training, and orientation of new students.

The next meeting will be January 15, 1999.