

# DISTANCE EDUCATION COMMITTEE MEETING

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October 5, 2017 · Carrington 203

*Attendance: Etta "Dee" Armstrong, Jan Atwell, Jessica Bennett, Ching-Wen Chang, Lacey Geiger, Stephanie Hein, Richard Johnson, Helena Metzker, Joye Norris, Gary Rader, Stacy Rice, Caryn Saxon, Christi Sudbrock*

## MINUTES

### **Review of Minutes**

Minutes approved and seconded.

### **Online Report (Gary Rader)**

#### *Changes with Course Development*

Dr. Rader distributed a handout outlining the faculty support materials (attached).

Clarification: we still pay by course for development, not by person.

### **Certified Distance Educator Recipients**

- In 2015 there were 16; 2016, there were 21; and this year, so far, 16.
- They are still working on developing physical badges for the program.
- Applications for 2017 awards will be accepted all the way through April 1, 2018 (to allow time to take training that might fall over Christmas break).

*Dr. Rader introduced Etta "Dee" Armstrong, Administrative Specialist II for Online.*

### **Respondus Lockdown Browser Overview (Lacey Geiger)**

- A video was shown detailing the process of using Respondus. Respondus Lockdown Browser allows a student to be recorded through their webcam while they take a quiz or test, verifying the identity of the student and lessening chances of academic dishonesty.
- *The link to the video: <https://youtu.be/h2XnlXuqiUY>*
- It is recommended that faculty contact Respondus personally (rather than our Help Desk) for technological problems with Respondus.
- Clarification: the university is charged for *all seats in a class* when you set up a Respondus session for even a single student in that class.
- Ms. Geiger says that there will soon be a "back end" Respondus use video for instructors.
- The videos discussed today will be put on Experts, on Blackboard, and wherever they might be helpful.

### **Blackboard Update from LMS Committee (Lacey Geiger)**

- MSU will be moving to cloud hosting of Blackboard via Amazon Cloud Services.
- There will essentially not be changes to how Blackboard works, but a potential downside is that it could take more steps to move course content, and some old tools might not work the same.
- There is a faculty test group practicing importing courses into the new system to see what breaks; any DEC member who would be interested in taking part is welcome to join.
- Cloud hosting is set to debut in summer 2018.

### **Update on FCTL Boot Camp (Stacy Rice)**

The DPA is gone; it has been replaced with individual training and a "boot camp" version that essentially condenses the period of time necessary for the training. They meet with faculty in November to do the preparatory work, and then do an intense five days. It will always happen during

breaks, and not the regular semester. Ideally, everyone would do the boot camp before they offer a course online.

**Other (*General Discussion*)**

- Dr. Johnson followed up on his previous offer to bring the question of standardizing evaluation forms across campus; he reported that he contacted Mike Foster, previous chair of the Faculty Senate, and received a lengthy reply stating that standardization had been looked at previously and that it was not feasible. Dr. Johnson states that he disagrees, but that is where the matter currently stands, and encourages our committee to take the matter to the Provost.
- The question of how “n/a” and “no comment” are scored on evaluations was looked into. Computer Services has been contacted and confirmed that no score is assigned to “n/a”, but that “neutral” may have a score, depending on the college.
- Dr. Norris delivered a brief summary stating that the numbers for our wholly 100% online students continue to trend upward; on fall census this year, we had 1,038.
- There was a follow-up conversation discussing who might be our biggest competitor for online students. Dr. Rader states that WGU and Mizzou are both big competitors with expansive online programs, and that some of our regional competitors (like Arkansas State University) are charging competitive prices.
- The question of how many of our students “take at least one online course” was posed; Ms. Geiger supplied the answer that 15% of our credit hours are from online classes. “Everybody benefits” when we move more courses online; our current online classes tend to fill up immediately (which is highly problematic for students who register later in the registration cycle). Freshmen essentially do not have the opportunity to take an online class.
- Dr. Norris requested anyone who has topics for a future DEC agenda to please submit them to Jamie Hall.

Minutes respectfully submitted by:

**Jamie Hall, M.S.**  
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