DISTANCE EDUCATION COMMITTEE

Minutes of the January 6, 2011 Meeting

Attendees: Betty Evans, Deanne Camp, Jeff Morrissey, Chantal Levesque-Bristol, Gary Rader, Bill Piston, Neal Callahan, Rose Utley, Art Spisak (late)
Guests: Nancy Gordon, Jo Ann Mattson, Deborah Tippin, Theresa McCoy

Meeting called to order at 3:00 p.m.

Report from Subcommittee (student evaluations) - PowerPoint presentation
Deborah Tippin made a presentation about the Evaluation Kit software that will be implemented this spring for student evaluations. For $3,000 we will receive 4,800 surveys, which should be enough to cover the online classes. Jeff is checking to see if we can negotiate a consolidated campus agreement so that West Plains can be included. The trial this spring is free. If we expand the use of the system beyond 4,800 surveys we can purchase unlimited surveys in the future for $12,000. It was recommended that a policy be set up that would control how many surveys are sent out to students. The new surveys will be issued to everyone using BB8 and BB9.

Title III Grant to Enhance Blended/Online Course Offerings (see handout)
A 2011 Title III Grant proposal was discussed. The Information Technology Advisory Committee (ITAC) has been formed and their charge was discussed. The ITAC is starting to chisel out a seven step process involved in providing technology classrooms since this will be a component of the grant proposal. Another component of the grant will be expanding and enhancing our online and blended course offerings. The overall goal of the grant proposal is to support the FCTL to help develop faculty in the use of classroom technologies and online/blended teaching techniques. The grant will also focus on how to enhance the support services provided to faculty and students. It was requested that two or three members from the DEC join to help work on the grant. The grant writer will meet with the DEC sometime in February. Jeff will let Art and Neal know when the grant writer will be available for a meeting.

ALC's response re: Online Faculty Certification- PowerPoint presentation (see handout)
The ALC requested a revised timeline regarding the Online Faculty Certification program, experienced faculty exceptions, and recommended the use of faculty as cohorts. Nancy Gordon presented a PowerPoint presentation detailing the goals of the program and presented a revised timeline. The timeline outlined a sixteen week program. Individuals that complete the program will receive a certificate, technology toolbox, and the development stipend. If an individual wants to go through the program without developing a course, he or she will still receive the toolbox and certificate after completing ten weeks of the program. Ideas for the toolbox included: software, webcam, headphones, etc. The issue of online faculty recertification was discussed and the committee decided to table the topic. The committee approved the timeline to be presented to the provost as is with the recommendation that it be clearly conveyed that those who have been teaching online are not required to go through the certification process.

Associate Provost for Access and Outreach Search (DEC's involvement)
Art discussed the Associate Provost search with John Catau and he agreed that the DEC should have input regarding the search. The DEC will have input regarding the process.

Future Business
Survey incentives vs. requirements, meeting with Title III grant writer, recertification of online faculty

Meeting adjourned at 4:45 p.m.

Respectfully submitted by,

Jaime Ross
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Office of the Provost