

Missouri State University
Distance Education Committee Meeting, October 12, 2020

Meeting Minutes

Meeting minutes from September 21, 2020 approved.

Members selected subcommittee groups for initial discussions. DEC meeting dismissed in the individual groups.

Survey of Online Students

Joye Norris, John Turner

- Identify a timeline for deploying the survey
- Identify questions that may need to be adapted in light of COVID or changing needs
- Consider what data will be useful for programs looking to move to online delivery

Course Evaluations

Ching-Wen Chang, Cindi Aurentz, Lacey Geiger

- Identify essential questions to be added as a targeted survey for online courses (in addition to college/departmental survey)
- Determine whether additional questions may be needed for other distance modalities (web conference, etc.)

Testing Considerations

Sue McCrory, Richard Johnson

- Provide a recommendation on a minimum exam timeframe for distance courses using remote proctoring tools
- Provide a recommendation for a minimum exam timeframe for distance courses requiring a physical proctoring location
- Highlight concerns regarding remote proctoring tools (such as Respondus) as well as any potential strategies to offset concerns

Synchronous Online Considerations

Stacy Rice, Jessica Bennett, Helena Metzger, David White

- Provide a recommendation for how distance courses with a synchronous component should be communicated to students
- Identify strategies for programs that want to utilize synchronous courses in their distance programs (scheduling consistency, rotation, etc.)

Alternate Teaching Platforms

Krista Lair, Nicki Busdieker, Eric Taylor

- Identify best practices for faculty who want to use alternate teaching platforms
- Identify resources that faculty can provide for students (or that need to be created) regarding alternate teaching platforms
- Consider storage suggestions for recorded video and how long video will be retained.