

DISTANCE EDUCATION COMMITTEE

Minutes of the May 2, 2013 Meeting

Attendees: Patti Blanton, Diana Botsford, Deanne Camp, Craig Hemmens, Joye Norris, Gary Rader, Arbindra Rimal, Rose Utlely,

Guests: Kelly Cara, Kathy Davis, Patrick Day, Kathryn Hope, Mike McManus,

1) Review of minutes from March 21, 2013

Minutes from the last DEC meeting were approved.

2) Master Advisor Discussion – Kathy Davis

The committee is interested in researching the possible development of an online certification program mirroring the current Master Advisor program. The program consists of a 12 hour workshop to become certified as a Master Advisor. Once certified, the advisor must complete at least three hours of ongoing activities each year. Various forums throughout the year are organized which qualify for recertification including a three hour refresher for those who want to earn all of their hours at one time. Kathy noted that a lot of time goes into organizing forums, tracking recertification hours, and approving alternative courses for certification hours.

3) BB Update – Mike McManus, Patrick Day

The system will be upgraded on May 24th including servers and software. Pat stated that two main switches have failed and new equipment has been installed to resolve some of the network problems that people have experienced. Pat requested to be made aware of any issues that anyone experiences with Blackboard in the future. He further stated that screenshots which display system issues aid with troubleshooting process.

4) Course Redevelopment Compensation – Kathryn Hope

Dr. Hope highlighted the issue of course redevelopment compensation as it relates to per course instructors teaching courses that require constant redevelopment. She stated that one or two courses a year require annual revamping. The committee concluded that this issue is not limited to online teaching. Joye stated that she would take this discussion to the ALC meeting for discussion.

5) Online Student Survey (see handout) – Kelly Cara

The committee reviewed the handout and suggested wording changes as well as deletion of some of the wording. Gary stated that he would make recommended changes to the survey and bring the document back to the next DEC meeting.

Minutes respectfully submitted by:

Jaime Ross

Executive Assistant III

Missouri State Outreach