

## DISTANCE EDUCATION COMMITTEE

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Minutes of the January 19<sup>th</sup>, 2012 Meeting

**Attendees:** Patti Blanton, Diana Botsford, Neal Callahan, Deanne Camp, Betty Evans, Jeff Morrissey, Joye Norris, Bill Piston, Gary Rader, Jo Agnew Talley, Pam Trewatha, Rose Utley

**Guest:** Chuck Busby

### 1) Review of minutes from 11.17.11 meeting

Motion made to approve minutes from 11.17.11 meeting. All in favor, motion passed.

### 2) DEC webpage

Chuck Busby presented the staging site that he created based on the feedback received at the last DEC meeting. Neal Callahan will send Chuck a blurb regarding how the DEC was formed to include on the page. The committee recommended some slight revisions to the webpage- Chuck will make the revisions and then send the revised page out to the committee for feedback. The site will go live once the committee has seen and approved of the changes.

### 3) Faculty Survey (handout)

The committee recommended changing the header of the survey to clarify that the survey was for faculty teaching only online courses. After the change is made, the survey will be sent out to online faculty next week. The committee discussed exploring the possibility of coming up with a complimentary survey for those teaching blended courses and for those who use BlackBoard.

### 4) Cost of online classes vs. face to face

The cost of online classes was discussed along with the \$55 stipend per student. The committee agreed that courses solely offered online should have this information included in the course description. The subject of fees charged to traditional students taking online classes was discussed. The committee recommended giving these types of students a break in fees so that they aren't charged excessively. Regarding the \$55 stipend, it was suggested that a framework be established concerning class sizes and earning the stipend; those who operate outside the framework should provide justification for doing so. Joye Norris, along with other members of the committee, will discuss with John Catau how student fees are allocated as well as the fees being charged to traditional students taking online classes.

### 5) Other business

Joye will ask Rachelle Darabi for her recommendation of an FCTL representative to serve on the Distance Education Committee. The committee will review course evaluations that have been designed by the Distance Education Committee and subcommittees in the past as well as the rubric that was created for department heads to evaluate their online faculty members. The committee will also review what is currently being sent out by Evaluation Kit to the students.

Minutes submitted by:

**Jaime Ross**

*Executive Assistant III*

Access & Outreach