

## DISTANCE EDUCATION COMMITTEE

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Minutes of the October 3, 2013 Meeting

**Attendees:** Deanne Camp, Stan Leasure, Julie Masterson, Arden Miller, Jeff Morrissey, Joye Norris, Gary Rader, Arbindra Rimal, Patti Salinas, Rose Utley

**Guest:** Brian Leas, Media Systems Technician

### 1) Review of minutes from September 5, 2013

Dr. Rader moved to approve the minutes from the last meeting, Dr. Rimal seconded- minutes approved.

### 2) Glass 108 Demonstration and Overview

Brian Leas discussed the Creston control system and the new upgrades made to the ITV system in the room. A demonstration provided the basic capabilities of the system and highlighted functionalities and ease of use. It was noted that ITV courses have priority scheduling the room, but anyone can request the room by contacting Shelley Netzer.

### 3) Online Student Survey Revision Discussion (see handout)- Julie Masterson/Gary Rader

A revised version of the online student survey was discussed. Changes to wording and deletions were suggested. Julie made note of the suggestions and the committee agreed that the revised survey should be sent out to students in the spring semester. Committee members also discussed ways to encourage participation by students including adding information about the survey to the course syllabi and holding grades until surveys have been completed.

### 4) Next Steps in LMS Discussion

An advisory committee is being formed to research alternative options to Blackboard as well as faculty needs concerning LMS functions. Dr. Norris and Jeff Morrissey requested representation from the DEC members- Patti Salinas volunteered to serve as a member on the subcommittee. A charge and mission for the committee will be created and invitations will be sent out soon. The advisory committee will work on gathering as much information as possible including costs, functionalities of other LMS platforms, and processes involved in switching systems. After the committee compiles information, they will present their findings at the next ALC meeting to get feedback. Once the ALC has considered the advisory committee's findings, and if they recommend further investigation into alternative systems, the subcommittee will start the process of engaging in formal "Requests for Information."

Minutes respectfully submitted by:

**Jaime Ross**

*Executive Assistant III*

Missouri State Outreach