

DISTANCE EDUCATION COMMITTEE MEETING

April 14, 2016 · Carrington 203

Present: Patti Blanton, Ching-Wen Chang, Crystal Gale, Lacey Geiger, Lora Hobbs, Gary Iman, Jeff Morrissey, Gary Rader, Patti Salinas, Christine Sudbrock

Minutes

Review of minutes from 3/17/2016

- The February minutes were also briefly examined.
- It was clarified that at no point in the future will instructors will be responsible for determining whether or not their students meet SARA state requirements.

“Recommended Online Standards” from the DEC

- Suggestions were requested regarding potential “best practices” – which led into a discussion of online classes; the online class stipend for development; and whether or not there could be a stipend for the re-development of a class, especially if an instructor has to re-build a class from the ground up.
- It was suggested that, in addition to surveying department heads regarding their distance needs, we also survey online faculty regarding what sort of standards they would appreciate. (It was further clarified that we would survey people who have taught online in the past two years.)
- It was suggested that we, potentially, clarify the path for students who have issues and complaints with online classes; a traditional student can just walk down the hall to the office and complain, but the process is more opaque for online students, who also might fear that an online complaint (in the form of an email or whatever) might lead to retaliation, as it lacks anonymity. Gary Rader pointed out that there is an online complaint process – but that it doesn’t start until after you have spoken with the instructor.
- Further suggestions included the possibility of a recommended maximum response time for instructors to respond to student questions (48 hours), and ADA compliance issues.
- **Sub-Committee:** It was pointed out that this is probably our last meeting until September, and, due to the fact that we aren’t quite as far along in the formulation of our set of “recommended guidelines” as hoped, the Distance Education Committee authorized the creation of a sub-committee to meet “virtually” (via phone, email, etc.) over the Summer to further pursue this topic, and hopefully come up with a set of recommendations to submit to the main committee. This sub-committee will be composed of: Patti Blanton, Patti Salinas, Christine Sudbrock and Lacey Geiger, with an invitation to be extended to Joye Norris or her chosen representative.



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Online Orientation/CDE Updates (*Lacey Geiger*)

- Lacey Geiger repeated her updates from the March meeting for those who were previously absent. She also spoke on the current online orientation, plans for updates over the summer, and a new video/ documentation that instructors can provide students to assist them in navigating the orientation.

Minutes respectfully submitted by:

Jamie Hall, M.S.

Executive Assistant III

Missouri State Outreach



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