

DISTANCE EDUCATION COMMITTEE
Minutes of the June 16th, 2010 Meeting

Meeting was called to order at 10:32 a.m.

Attendees: Art Spisak, Neal Callahan, Rose Utley, Betty Evans, Gary Rader, John Bourhis, Jeff Morrissey, Deanne Camp, David White (via video-conference) Steve Robinette (left early)

Absent: Bill Piston, Rachelle Darabi, Chantal Levesque-Bristol

Guests: Nancy Gordon

Definition of Distance Education Courses (handout)

The following definition of a distance education course as it applies to Missouri State University was accepted by the committee and will be placed on the DEC webpage:

“A course where faculty and student(s) are separated by time and/or physical distance and educational technology is used for the delivery of instructional activities, student-to-student interaction, and faculty/student feedback. Proctored exams and synchronous communications may be appropriate for some distance education courses. Distance education at Missouri State University is delivered through iCourses, videoconferencing, and online or internet-based courses.”

Discussion of Student Surveys

It was stated that the process of disseminating surveys to and from students will be secure. Survey content will be discussed at the next meeting.

Presentation of Faculty Assessment/Rubric (handout)

Art will draft a recommendation to the Provost whereby she states the need to implement quality assurance of online courses at the departmental level. The committee will review the best practices handout and work in order to develop a minimized list which distinguishes between best practices and minimum course requirements for the next meeting. Upon approval, the committee agreed that the list should ultimately be sent out to departments for their use in regards to online course reviews. References used in developing the rubric will be added.

There will be one DEC meeting in July. Meeting adjourned at 11:52.

Respectfully submitted by,

Jaime Ross
Administrative Assistant II
Office of the Provost