

DISTANCE EDUCATION COMMITTEE

Minutes of the August 1, 2013 Meeting

Attendees: Patti Blanton, Julie Masterson, Jeff Morrissey, Joye Norris, Gary Rader, Arbindra Rimal, Rose Utlej

Guest: Paula Wilhelm

1) Review of minutes from May 2, 2013 & June 20, 2013

Minutes were approved from the last two meetings.

2) “My Learning Connection” Discussion- Paula Wilhelm

Paula discussed the functionality of “My Learning Connection” including attendance tracking, reporting, certificates, and creating events. Paula stated that she could help set up the courses and the system is able to generate certificates of completion and attendance lists for use at live events. Additionally, the system can be utilized to run pre and post-assessments for attendees. The committee recommended looking through the LMS to see what courses are being offered already that may pertain to the online certification program. Members will compile relevant current course offerings as well as recommendations for additional courses and discuss at the next DEC meeting. After gathering this information, the committee discussed the possibility of members of the DEC meeting with Nancy Gordon and online faculty members to discuss faculty and student needs as they relate to online instruction.

3) Online Student Survey Revision Discussion- Gary Rader

Additional wording revision suggestions were made to the survey. Julie is going to take the survey to Nancy to see if items covered in the DPA are included in the survey.

Minutes respectfully submitted by:

Jaime Ross

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