

DISTANCE EDUCATION COMMITTEE
Minutes of the September 22, 2010 Meeting

Meeting was called to order at 10:35 a.m.

Attendees: Art Spisak (late), Neal Callahan, Deanne Camp, Chantal Levesque-Bristol, David White, Betty Evans, Pam Trewatha, Rose Utley (late), Jeff Morrissey, Steve Robinette (left early)

Absent: Gary Rader, Bill Piston,

Guests: Nancy Gordon

Revised DEC Subcommittee Survey (handout)

The revised online course evaluation survey was discussed. There were changes suggested regarding order and wording of two of the open-ended questions. The changes will be made. The committee took a vote and unanimously approved the survey including the recommended changes.

Implementation of the Revised Online Course Evaluation (handout)

A handout was discussed regarding online distribution options available in relation to the evaluations. The committee voted and unanimously agreed that a workgroup should be formed to handle the technicality issues of distributing the online surveys. John Bourhis was nominated by the committee to serve on the workgroup and accepted the nomination. David White and Sue Ingram from West Plains will be involved with the workgroup as well. The workgroup will meet in the next few weeks and report back to the committee at the next meeting.

Online Course Peer/Self Review Checklist (handout)

It was recommended that the online development stipend requirement wording be deleted from the checklist. The committee discussed the checklist and decided that further revisions to the list need to be made. There was discussion regarding how the review checklist will be used. It was suggested that the FCTL form a group of peers to conduct reviews of online courses. The committee members will review the checklist and suggest additions/revisions of minimum course requirements to the current checklist to be discussed at the next meeting.

Future Business

The workgroup update regarding the implementation of the revised online course evaluation, course redesign and redevelopment process, and the online course peer/self review checklist will be discussed at the next meeting.

Meeting adjourned at 12:03 p.m.

Respectfully submitted by,

Jaime Ross
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Office of the Provost