

D.E.C. MEETING AGENDA
November 22, 2016
12:30 p.m. – 2:00 p.m.
LIB 301

- I. The meeting was called to order by Dr. Fernandez at 12.32 p.m.

Runez Bender, Paula Carney, Miguel Fernandez, Theodis Garth, Karel Jacobs, Joanna Kolendo, Kumar Mukherjee, Thomas Rowan, Michael Sukowski,

Guests: Deborah Lynch, June Shingles

II. Reports

- A. Miguel shared with DEC members the list of members for this academic year and the meeting schedule. This information has been posted on the website. Meetings will be in LIB 301 at 12.30 pm on the following days:

- December 13, 2016
- January 17, 2017
- February 21, 2017
- March 21, 2017
- April 18, 2017
- May 16, 2017
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- B. Moodle Update. Theo informed that we will move from version 2.9 to 3.1. There are some enhancements in the new version. The gradebook is one of those functions that is getting better. The move will happen during the break.

Spring courses will be ready today. We can test the new version, and faculty who want to volunteer can contact Theo.

- C. OCT. Mike informed that OCT will be offered again in January for those who need to get certified to teach online.

III. Unfinished Business

- A. SARA. Mike stated we don't have SARA yet, and we hope we can get it sometime soon. We are still in the process of sending the check.

IV. New Business

- A. DEC Officers elections. Elections for DEC Officers was held, with the following results:

- Chair: Miguel Fernandez was nominated to continue as chair. Karel Jacobs made the motion and Runez Bender seconded it. Motion carried.
- Vicechair: Kumar Mukherjee was nominated to serve as vicechair. Thomas Rowan made the motion and Miguel Fernandez seconded it. Motion carried.
- Secretary: Runez Bender was nominated to serve as secretary. Thomas Rowan made the motion and Miguel Fernandez seconded it. Motion carried.

B. CSU Online Campus. Mike shared information about the Online Campus.

C. Online Course Approvals

HS 4820/5820 Teaching Methods and HS 5810 Driver Task Analysis were tabled, as we did not have a representative from the program at the meeting to discuss these courses.

REC 3270 Leisure and Youth at Risk. Dr. June Shingles presented the course and we she answered questions that DEC members had. Kumar Mukherjee made a motion to approved this course for online delivery and it was seconded by Karel Jacobs. Motion carried.

D. Online Program Approval

Curriculum and Instruction Master's Degree. Dr. Deborah Lynch talked about this 33 credit hour Masters degree program which includes an internship and a Masters Thesis. All the courses have been approved already as online courses. ISBE has already informed that the program can be offered online.

Questions were asked about the online program.

- Are the courses approved?
- Are Faculty certified to teach online?
- How will online advising occur?
- Does the department and the university have all the resources necessary?
- Assessment study for potential candidates.
- How will assessment be different from the face-to-face delivery?
- What plan needs to be in place for the comprehensive exam?
- What plan needs to be in place for the Internship?

Mike stated we have training on how to do Virtual advising.

Resources from the university they will need:

- Library
- Disability Office (they need to have to make an appointment in person) and Counseling

After a discussing all the items, Dr. Paula Carney made a motion to approve the Curriculum and Instruction Master's Degree as an online program and Mukherjee seconded it. Motion carried.

V. Meeting was adjourned at 2.02 pm.