

D.E.C. MEETING MINUTES

February 17, 2015

12:30 p.m. – 2:00 p.m.

LIB 301

- I. Call to order: Meeting called to order at 12.38 pm.

Present: Sukowski, Fernandez, Williams, Haefliger, Hawkins, Callery, O'Hara, Garth, Stec, Jacobs, Kang, Richardson, Shinde, Fielder.

- II. Approval of the minutes from the January meeting. Motioned to approve minutes by Alesia Richardson and seconded by Betina O'Hara.

- III. Reports

A. **Moodle Update.** We are currently using Blackboard Collaborate. We are determining to use Wiz-IQ. Wiz-IQ allows for many different formats (i.e., word, pdf) and it is free as opposed to Collaborate. It is estimated to launch the use of Wiz-IQ to the CSU community on June 1st. It is currently on Moodle. It will save the university \$38,000.00 per year.

B. **Online Teaching Excellence: Assessment Course.**

- i. Option 1 - OCT required
- ii. Option 2 – OTE and Pedagogy –adult learner
- iii. Option 3 - Accessing and Online learning

This is due to start on March 1st. It is a five week course. Offering of the course will be free to none CSU faculty or staff. After the first 25 registered students the five remaining were given a \$50 coupon towards the cost of the course. In partnership with CSU/GSU/Kendall College there is \$100,000 to spend on faculty development. CTRE is working with Kendall College on offering a certificate with the Business College. The course will cost \$100 per student. There is discussion currently to offer more courses which will be cheaper than ION.

- IV. Unfinished Business

A. **DEC Awards.** A sheet was passed around for the announcement for the teaching award. Discussion ensued on the review process. The subcommittee will develop the award and send the call for nominations. The chair of the DEC or Award Subcommittee Chair will assign the task of reviewing the nominees to various committee members. Money from the Shinebucks foundation might be able to support the distance education faculty development. Is there a foundation home for the award? Currently there is not. The announcement will come through CTRE Moodle or through University Relations. Richardson motioned to accept the award announcement with changes of the review process and Fielder seconded.

- B. **Peer Course Review.** Volunteers for the course committee were solicited. The goal is to not conduct reviews during the summer.
- C. **Fee Budget.** Tabled to the next meeting.

V. New Business

A. Hybrid Course Approvals

- i. Art 2101. Ancient through Medieval Art. There will be five meeting times for face to face instruction. These classes have been cut three semesters in a row. They are trying to give the course an opportunity to run with a better schedule. This course and from the Renaissance to the 18th Century Art are the only classes that can be converted to an online format. There are fourteen modules. Online self tests at the end of each week. All class exams are given face to face. Garth made the suggestion to use Turn-It-In. The motioned passed to be a hybrid (Fernandez motioned and Richardson seconded).
- ii. Art 2102 Renaissance to the 18th Century Art. This course was presented, combined and passed with the discussion in section (i).
- iii. Biol 1510 Biology concepts. Presented as a hybrid course with online video content. The rationale for the online sessions was to give students more time to grasp the biological concepts and to get assistance. This biology course is to be mad a hybrid with a 50/50 ratio. The motion passed to approve the course as a hybrid with one abstention, Richardson made the motion and Haefliger seconded.

VI. Open Discussion.

Jacobs and Kang raised the issue that there is growing concern surrounding the increase in fees for online/hybrid courses when the courses have a lab component.

VII. Fernandez motioned to call the meeting to adjourn and Williams seconded the motion at 2:10 pm.

Respectfully Submitted by

Dr. Quintin L. Williams Jr.

Distance Education Committee Secretary