

D.E.C. MEETING AGENDA
February 28, 2017
12:30 p.m. – 2:00 p.m.
LIB 301

Present: Jan-Jo Chen, Miguel Fernandez, Theodis Garth, Bernard Rowan, Alesia Richardson, Mike Sukowski

- I. Meeting was called to order by Miguel Fernandez at 12:32 pm
- II. Minutes of January meeting were approved. Motion was carried by Dr. Rowan and seconded by Dr. Fernandez
- III. Reports
 - A. CTRE Update. Mike mentioned Drs. Darga and Fernandez and he attended a workshop on Universal Design at Loyola University conducted by Dr. Karen Myers from Saint Louis University. He said we will have a full day workshop at CSU in April about Universal Design. It is hoped to have the Universal Design Exhibit from Dr. Myers.
 - B. Moodle Update. Moodle will be upgraded for the summer semester. Theo has been trying to send out tutorials to students and faculty and he asked for suggestions. Alesia indicated students have positive feedback about the tutorials.
 - C. Concerns about technology were raised. Theo asked for feedback about how the CTRE can improve its quality.
- IV. Unfinished Business
 - A. CSU Online Campus. We have been approved to hire somebody to start working on the CSU Online Campus. CSU Online Campus website will be ready for the fall semester.
 - B. SARA Approval. Dr. Rowan indicated Dr. Green will talk with IBHE for updates.
 - C. Process for approving online programs. Miguel asked the committee for advice on the process for approving online programs. Mike suggested that each course has to be presented and approved individually.
Miguel will work on a checklist that can be used for courses based on sources such as SARA and ION. Mike stated North Park has created their own checklist and we might check with them.
- V. New Business
 - A. Hybrid Course Approvals
Art 2150: Survey of Women artists (Soo Kang)
<http://csumoodle.remote-learner.net/course/view.php?id=14095>

Dr. Kang presented this course and Theo moved to approve it. Motion was seconded by Miguel. Motion passed.

B. Process for converting hybrid courses into online courses.

Dr. Rowan suggested that courses that will be converted from hybrid to online should still follow the same procedure as of now. However, from online to hybrid, faculty would not need to be present at the meeting to present, but they need to prepare the two online modules.

VI. Open Discussion. No open discussion

VII. Adjournment 1.45

Next meeting: March 21, 2017 at 12.30 pm in LIB 301