

D.E.C. MEETING MINUTES

January 20, 2015

12:30 p.m. – 2:00 p.m.

LIB 301

Call to order: the meeting was called to order at 12:41 p.m.

Present: Jacqueline Callery, Paula Carney, Miguel Fernandez, Theodis Garth, Kathleen Haefliger, Betina O'Hara, Michael Sukowski, Jozef Stec, Robin Hawkins

Guests: Athanase Gahungu, Deborah Lynch, Garrard McClendon

Due to time constraints, the meeting discussion started from agenda item number V: "New Business - Online Course Approval".

Dr. Garrard McClendon presented topics and structure of the hybrid course ELCF 5335 School Law for Exceptional and General Education Programs. Discussion followed the presentation. Stec and Sukowski returned very positive opinion about the course. Hawkins inquired about the ratio of online and face-to-face session in this course. McClendon responded that the ratio is about 50%:50%. Haefliger asked about the resources available to students who will work on the cases implemented in the course. McClendon responded that the primary resource is the course book as well as available online CSU library resources. Shinde inquired about a scenario when students enrolled in this course cannot log in during the course chat/session. McClendon responded that this can be solved by students calling in his cellular phone. Fernandez suggested that students are asked to communicate via forums on their assigned projects so that track of their contributions can be tracked/monitored.

Haefliger made motion to approve ELCF 5335 as a hybrid course. Hawkins seconded. All in favor.

Subsequently Hawkins asked if this course is going to be offered online, does it need to be presented to DEC once again. Fernandez suggested that discussion on this question is postponed to future meeting. Hawkins also inquired if the faculty plans to offer this course online. Dr. Gahungu, who will also teach in this course, said that this course can be offered either as hybrid or fully online course. Shinde questioned the academic integrity and proctoring aspects for quizzes and exams in fully online courses. McClendon responded that Moodle quizzes and exams will be used with built in proctor. Sukowski added that CSU has "Respondus lockdown browser" software for online exams.

Haefliger made second motion to approve ELCF 5335 as a fully online course. Hawkins seconded. All in favor but one.

Next Dr. Lynch presented ELCF 5235 Administration and Supervision of Exceptional and General Education Programs. This course will use the Pearson platform and website. After the course presentation, general discussion followed.

Shinde questioned about the access of students to that website. Lynch answered that the access to the course costs \$40 while access with the required course book costs \$85. These fees are additional to the standard course fees. Sukowski asked if assignment performed by students on Pearson website can be uploaded in LiveText as well. Lynch answered that yes. Fernandez inquired if Pearson online system allows for collaboration with Moodle. Sukowski responded

that to some extent this is possible. It was suggested that Sukowski and/or Fernandez meets with Pearson representative to discuss possible cooperation with CSU.

Shinde asked if the course should be offered if it utilizes servers not hosted by CSU or not paid by CSU as this pertains to access and transfer of all the data. Sukowski said that even Moodle server is not hosted at CSU but in Saint Louis. Callery added that there is some degree of connectivity between Moodle and Pearson platform. Additionally, Sukowski noted that at the end of each semester the instructor may store all the course content with students' data. Prashant Shinde indicated that students at the moment need to login in three different systems. We need to get a single sign. Dr. Carney made a motion to approve the course both as online and hybrid. Haefliger seconded. All in favor.

Dr. Gahungu presented ELCF 5725 on Moodle. Questions about course materials were asked.

Dr. Gahungu addressed the questions that were posed about quizzes, materials and course contents. Hawkins made a motion to approve the course as online and Shinde seconded. All in favor. Hawkins also made a motion to approve the course as hybrid and Shinde seconded. All in favor.

Announcements

Mr. Sukowski announced CTRE would host Chicago Area Assessment on February 5th. He also pointed out the Online Teaching Excellence: Assessment Course will be offered soon. Regarding CTRE grants, there are 29 applications that can't be funded due to budget cuts.

Meeting was adjourned at 2.16 pm

Respectfully Submitted by Dr. Jozef Stec (DEC member) and Dr. Miguel Fernandez (Committee Chair)