

D.E.C. MEETING MINUTES
April 17, 12:30 p.m. – 2:00 p.m., LIB 443

The meeting was called to order at 12:32 p.m.

Members and Guests In Attendance: Karel Jacobs, Joni Jackson, Theo Garth, Rochelle Johnson, Nancy Grim, Rich Darga, Floren Luseno, Debra Lynch, Patrice Boyles, Jen Jo Chen, Agber Dimah, Regina Smith, Dr. King

We want to leave time to officially approve the use of the shortened checklist, the rubric for approving online courses.

Joni Jackson moved to approve the amended March 27 meeting minutes, and Dr. Jacobs seconded. The minutes were approved.

Dean Darga: Ms. Johnson will be the Interim Director of Online Instruction. On Thursday afternoon at 3 p.m. the young man who is rehabbing the online portal, will show us how the portal looks. This meeting will be in the Dean's Conference Room 443.

Online Course Review

We began with a review of the courses for online approval.

Dr. Lynch & Dr. Luseno. Special Education (SED) 5481, 5477, and 5484 will be reviewed in the F2F session today. The other two courses, SED 5492 and 5304 will be evaluated independently online.

Dr. Luseno presented Special Education (SED) 5481. Dr. Chen asked about student engagement; Dr. Luseno pointed to the discussion board assignments that foster student / community engagement. The committee asked that they include "contact professor" information; change the font from blue and red to black; adjust office hours to reflect online delivery. Dr. Dimah moved and Dr. Chen seconded the motion to approve SED 5481; the course was unanimously approved for online and hybrid offering.

Dr. Lynch presented SED 5477, Physically / Multiply Handicapped. The presentation was of the hybrid course. Discussion boards and live chats facilitate student engagement in the online (as well as hybrid) sections. Well organized and engaged. Dr. Dimah moved to approve, Dr. Chen; the course was unanimously approved.

Dr. Lynch, Classroom Management SED 5484. Dr. Dimah moved to approve and Dr. Chen seconded. The SED 5484 was approved unanimously.

Dr. Nazon next presented. Pscyh 4306/5306. Diagnosis and Treatment of Co-Occurring Disorders is a new course. Dr. Jackson moved, and Dr. Dimah seconded. Pscyh 4306/5306 was approved.

Dr. King presented Geog 4520/5520. Dr. Dimah moved and Dr. Jacobs seconded. Geog 4520/5520 fully online was approved.

The business courses that were approved online - MGMT 4890, 4100, 1045, and 1020; and MKTG 4830 and 4880, - were approved on behalf of the committee. Dr. Jacobs will send an email to all committee members confirming the approval of these courses.

The meeting was adjourned at 1:52 p.m.

The next meeting will be on Tuesday May 15, (3rd Tuesday) at 12:30 in the library (room will be announced).

Minutes Respectfully Submitted,

Joni Jackson