

D. E.C. DISTANCE EDUCATION COMMITTEE

DECEMBER 13 2016 MEETING MINUTES –

Lib 301

12:30 – 2:00 p.m.

Present: Miguel Fernandez (Chair), Mike Sukowski, Robert Szyman, Runez Bender (Secretary), Theodis Garth, Joni Jackson

1. Meeting called to order by Miguel Fernandez at 12:32pm
2. Approval of minutes of previous meeting. Meeting minutes from November 22, 2016 approved. All members present approved minutes.
3. Reports:
  - A. Moodle updates. Theodis Garth – today will add instructors to course sandbox to test Moodle 3.1 (for instructors that so desire to be added). Transition to the new version of Moodle to take place over holiday break. Theodis will send out an email blast to notify instructors.
  - B. CTRE updates. Mike Sukowski:
    1. CTRE asked \$50,000 from Provost for faculty development.
    2. 5 online training courses will be available from CTRE this upcoming year (Spring 2017): OCT, Online Teaching Excellence, 2-part Online Teaching Excellence, Virtual Advising
    3. Check send and application for SARA. Need follow-up and response.
    4. Recommendations for online programs – meeting with Department Chairs for discussion in favor of putting programs online. Mike asked how many courses have gone through DEC approval process.
      - a. For potential online courses – can start recruiting students but principle residence has to be in Illinois (until get SARA approval)
      - b. UCC has to approve distance education courses
      - c. Need to clarify and follow up on the process regarding new online programs
4. HLC visit – January 23 and 24. HLC team members specifically dedicated to online courses. May need to ask faculty volunteers to have courses reviewed. HLC selects at random online courses for review.
5. Online Course Approvals:
  - A. HS 4820/5820 Teaching Methods (Robert Szyman)

- B. HS 5810 Driver Task Analysis (Robert Szyman)
- C. No further discussion regarding online education

6. Open Discussion – no further discussion

7. Meeting adjourned at 1:10pm

Respectfully submitted

Runez Bender