

Distance Education Committee Meeting

August 18, 2011

Room 411 EC, 11:00 AM

Dr. Pam Sharma (Chair), Dr. Terry Craig, Delilah Ryan, Don Poffenberger, Van Slider, Bob Guy, John Reho, Pat Stroud, Kim Patterson (DE Coordinator).

Guests: Dr. Vicki Riley, Ralph Lucki (Chair Health Science), Marion Grubor (Chair Business, CIT), Kathy Herrington (Chair Liberal Arts), Debbie Cresap (Chair Change Request Committee).

1. **Enrollment Update:** Number of students enrolled in distance education courses continues to increase. Approximately 800 students enrolled in summer 2011. This includes a large number of transient students. Enrollment in distance education courses is up for fall 2011 as compared to fall 2010.
2. **Review of Change Request Process and Status:** Dr. Riley distributed a document, "Areas of focus for distance Ed" to be submitted as part of the online program approval. Change Request and the Distance Education Committees will be working on the items listed in the document.
3. **Review of Standard Document and Rubric for Presentation to Faculty Assembly.** Dr. Riley distributed two documents: Standards for Good Practice and Review of Online/Hybrid course, and Online Course Technical /Navigational Review. Both documents are designed to assess the quality of online/ hybrid courses. Division chairs were invited to participate in the discussion as these documents will be used to evaluate the course content. The technical and navigation aspect of the courses will be evaluated by the distance education coordinator using the Rubric with numerical scale: Developing (1), Acceptable (2), and Exemplary (3). With a unanimous vote, the committee approved both documents for presentation to faculty assembly.
4. **Blackboard Planning:** College will be transitioning to Blackboard 9.1 in fall 2012. A few faculty members are piloting courses in fall 2011 and spring 2012. There were several concerns about the transition such as how different the two systems are, whether the existing course content will be rolled over to the new system or faculty will have to rebuild courses, and when and how the faculty training and student orientation will be conducted.] More information about the transition is forthcoming.
5. **Other:**
 - There were **questions** concerning student readiness for online courses and mechanisms for assessment.
 - There was an inquiry about the percentage of fulltime/adjunct faculty members teaching online courses. According to Kim Patterson 70- 80% online courses are taught

by adjunct faculty. Questions were asked concerning incentives for full time faculty for developing online courses.

- There were concerns about a lack of student assessment reports submitted by part-time faculty.
- Concerns were expressed about online student evaluation reports. In most cases the participation rate is 30- 35%. There were questions concerning the use of these reports in the faculty evaluation instrument to be utilized for faculty evaluation this year.