

Minutes for the IETV Subcommittee of the Distance Education Council
Wednesday, October 10, 2018, at 10:00 a.m.
Location R317C

Participating: William Fridley (chair), Christala Smith, Karl Frinkle, Kate Shannon, Laura Atchley (via Zoom from Ardmore), Alisha Ridenour (invited guest)

- I. Call to Order: Chair Fridley called the meeting to order at 10:05

No motions were made or voted on. Discussion touched—to various degrees—on most of the topics on the Agenda (attached below).

Fridley noted the function statement of the DEC involves development of a distance education philosophy. An initial task of developing a philosophy is to clarify one's terms. In this case, what do we mean by "We are transitioning from IETV to Zoom"?

IETV

Synchronous, interactive, transmission and reception are from and to specific site(s) with groups of students (i.e. classes, including F2F at transmission site—usually Durant).

Focused and dedicated to the sites and equipment. Conversely, restricted and tethered to the sites and equipment.

Students at the sites (advantages) [note: all of this depends on the quality of pedagogy].

There are staff at the sites who enhance the students' educational experience, providing a personal touch and a sense of community: advising, proctoring exams, fielding student questions about the program, and having established a working relation with the students and instructors.

Students can engage in real-time interaction and collaboration with their classmates. Instructors can view, coordinate, and adapt class activities in real time, discussions can be conducted among and between sites (both formally and informally).

It was noted that IETV has a deservedly bad reputation due to aged and malfunctioning equipment, and lack of adequate staffing oversight and maintenance.

Zoom

Smith and Ridenour presented information on the transition to Zoom and what it would involve. They noted that Zoom (being internet based rather than "phone line") is not restricted to specific spatial locations. It does, however, function only as good as the equipment with which it is used. Therefore, the goal of the transition is both to maintain the ability to transmit synchronously to remote sites (the traditional IETV function) using Zoom, and to open other synchronous distance education options.

The new scheduling option of IETV or Zoom was not clearly communicated or explained. To better capture the nature of this transition the acronym SIDE (Synchronous Interactive Distance Education) will be adopted.

IETV to SIDE

To achieve inter-site capabilities using Zoom, each room (transmitting and receiving) must be equipped with a polycom. Smith and Ridenhour presented handouts on the availability of refurbished polycoms that are tentatively slated to be installed in select classrooms in Durant and at the sites. This is part of an effort to develop Zoom Rooms (or SIDE Rooms). R318 and R100 are being considered for this transition. The refurbishing of these rooms would involve re-equipping and a release from the unwieldy and onerous IETV equipment. An equipment-cost estimate for the refurbishing was provided in a handout developed by Richard Crowe (McCurtain County). Various grant and funding options were discussed.

Other “no-cost” needs include a basic set-up for SIDE classes (established between instructor and CIDT staff at the outset of each course), and a Checklist for staff to ensure all equipment is functioning and ready to go at the beginning of class (a draft of a Checklist was shared).

It was agreed that the meeting and the clarification of terms was very helpful and there was an eagerness for the subcommittee to continue its work on guiding this transition.

The meeting adjourned at 11:08

Proposed Motion for the October 15 meeting of the DEC

It is moved that the IETV Subcommittee be re-named as the SIDE Subcommittee.

Agenda for IETV Subcommittee of the Distance Education Council
Wednesday, October 10, 2018, at 10:00 a.m.
Location TBD

- I. Call to Order
- II. Philosophy of Distance Education
 - a. Clarification of terms 'IETV', 'Zoom'
 - b. Defining our purposes with each mode of delivery
 - c. The function and purpose of the remote sites
 - d. Pedagogy at a distance: the role of the DEC, of faculty, of CIDT
- III. Scheduling memo from Jennifer Swearingen (IETV or Zoom)
 - a. Practical implications of the scheduling change
 - b. Tuition implications of the scheduling change
 - c. Pedagogical effects of the scheduling change
- IV. Relevant information needed to proceed
 - a. Available equipment (use, discard, etc.)
 - b. Numbers of rooms, students, instructors, classes, taught as IETV
 - c. Costs: is the \$80,000 per IETV room relevant, given that some of these rooms aren't being used to capacity, and some are not used at all
- V. For IETV classes currently taught and scheduled for the Spring
- VI. Christala and Alisha's visit to the McCurtain County campus (October 3)
- VII. Alisha on grant for Zoom Rooms
- VIII. Other
- IX. Adjournment