

Distance Education Council

January 21, 2022

2:00pm

[Zoom](#)

Agenda

- I. Establish Quorum (9 voting Members Required)
- II. Call to Order – *2:00 PM*
- III. Course Review Plan
 - a. Update – Jeri Walker gave faculty feedback on QM standards and training. Most faculty are fine with them, but if they need to be changed or deleted, DEC will have to initiate the process. QM has been the standard bearer for many years.
 - b. Motion – it is proposed that:

A Southeastern Online Course Template following Quality Matters Guidelines (Online Course Design National Standards) will be developed and updated by Southeastern faculty, led by the Distance Education Council (DEC), and implemented in all online courses to ensure ease of navigation and accessibility for Southeastern students. Any changes to the template must be approved by DEC by the end of February for summer and fall courses and by the end of September for spring courses. The DEC will be responsible for obtaining faculty feedback regarding the template that may impact the structure and content applied to it and make recommendations based on that feedback.

*Note: Courses are generated in March and October, so the dates stated above are with the assumption that DEC would be the final say, but if those changes need to be approved at a higher level, the timeline needs to be changed.

Motion to Approve – Kate Shannon
Second – Karl Frinkle
Vote – 11 Yea, 0 No, 1 Abstain

- IV. LMS Committee Update
 - a. LMS Committee Meeting - Kate Shannon reported from the previous meeting (available in [Bb LMS Transition folder](#))

V. Other Business – none

VI. Adjourn – *2:55 PM*

Next Meeting – February 18, 2022 – 2:00 PM on [Zoom](#)