

Distance Education Council

[February 28, 2012](#)

[3:00 pm](#)

R300

IT Update - Dan Moore

CISSP course offered via IETV through Continuing Ed

R100 Project - still getting quotes for modifications; design approved through ADA and Safety;

Science 3rd floor will have IETV room upgrades

Brigance Family gift for early childhood resources in Library and computer lab upgrades are in the works (learning pods and network upgrades)

ODLA - Spring 2012 Conference April 19-20 (Online); Fall 2012 Conference November 9 (Rose State)

Microsoft is working with SE to shut down spam sent to and delivered from our server

Help spread the word to keep user name and passwords private

OK HB 2940 - consolidation of IT in all state agencies; currently pursuing control of OneNet through OSRHE; if bill goes through it would change our status with national networks that would cost more in the long run

CIDT Update - Ellen Hendrix

Blackboard 9.1 is upgrading to improve options and make the course more user-friendly

Library Update - Kathryn Plunkett

See IT Update

Remodels begin later this Spring and Summer

Title IV Webinar - [Monday, March 5, 12-1:30 pm](#), R300

Update on U.S. HB 2117 (vote to repeal Title IV Compliance) passed. Will now proceed to U.S. Senate

Student Certification Project Team Update -- Allen, Daigle, Frinkle, Hutcherson, Plunkett

Removal of certain areas of the course that don't pertain to SE Bb 9.1

Make it available as a continuing resource for instructors

Next Step: create an SE-specific tutorial that will be made available first to DEC, then to Bb 9.1 users at large

Could make a component of ORIE courses

Pedagogy/Best Practices/Hiring Pool Project Team Update -- Allen, Emge, Nichols

Establishing starting points for each area

Cengage360 Student Survey -

Please refer to Documents for Meeting on February 28, 2012 for Cengage360 and give feedback on designated Bb Discussion forum

Carnegie-Mellon Open Learning Initiative

Please make comments to the Bb DEC Discussion forum on the topic

Course Design/Online Instructor Certification Courses -

Mentors: send gentle reminders to folks (Chairs or Faculty) that haven't completed to finish prior to the end of the semester.

Standard Attendance Assignment - can it be built and administered automatically for ALL Bb courses?

DEC discussed and no action to be taken in the matter

Proposed Online Course Communication Expectations:

ONLINE COURSE COMMUNICATION EXPECTATIONS:

The following are guidelines to be used for communication between student and instructor during the course:

Email reply – a student emailing an instructor may expect a reply within 24 hours on weekdays (M-F) and 48 hours on weekends (S-Su). The exception is if a student sends an email after [5:00 pm on Friday](#), then he/she should not expect a reply sooner than [9:00 am on Monday](#).

Chat room – if the Chat tool is utilized, regular chat times are set by the instructor and will be adhered to strictly, unless the class has been notified by email in advance of a cancellation or date and time change. Students are expected to practice civility and proper [netiquette](#)* in all chat sessions.

Discussion post – if the Discussions tool is utilized, students are expected to read and/or post weekly, or as mandated by the instructor. Failure to participate will be viewed as lack of participation and may be subject to score/points reduction as a result. Refer to the course syllabus for clarification.

Login frequency – students are expected to log in at least once per week in order to fulfill attendance requirements set forth by the Distance Education Council. The instructor may require multiple logins each week, so please refer to the course syllabus for clarification.

Announcements – students are expected to check Announcements at least once per week for any new or modified information both from the course and the University.

Grade turnaround time – Instructors shall announce expected dates and times for graded assignments to be posted and to notify students in advance if those expectations change during the semester.

While these guidelines are not mandatory, they are encouraged by the Distance Education Council and Assistant Dean of Distance Education as methods to establish and maintain open lines of communication and course expectations between instructor and student.

Please refer to the [Distance Education](#) webpage for more information and FAQs about online learning at SE.

Please make comments to the Bb DEC Discussion forum on the topic

FYI:

Edinburgh Manifesto

<http://www.education.ed.ac.uk/swop/manifesto.html>

Next Meeting: April 10, 3:00 pm R300