

# Distance Education Council

**Date:** April 29, 2014

**Time:** 3:00-4:00 pm

**Location:** R100

# Meeting Agenda

| TIME    | TOPIC                        | PRESENTER       |
|---------|------------------------------|-----------------|
| 3:01 PM | Welcome and Announcements    | Aaron Adair     |
| 3:02 PM | IT/Network Operations Report | Dan Moore       |
| 3:10 PM | Library Report               | Sharon Morrison |
| 3:13 PM | CIDT Report                  | Christala Smith |
| 3:19 PM | Website Report               | Aaron Adair     |
| 3:18 PM | Online Pedagogy              | Aaron Adair     |
| 3:20 PM | Old Business                 |                 |
| 3:30 PM | New Business                 |                 |
| 4:00 PM | Adjourn (next meeting: TBD)  | Aaron Adair     |

# Meeting Minutes

## IT/Network Operations

- CIDT is transitioning back to IT from Academic Affairs beginning June 15, 2014
  - Absorbing certain administrative functions
  - Help Desk will have a larger role, especially with faculty course shell creation/copy
  - Enhanced Bb tier 1 support
- Still waiting on news of Title III Grant process and HLC report
- Requesting a position in CIDT for next year

## Library

- Purchasing "Discovery" program that will search everything at once using a Google-like algorithm; should see a significant improvement in search
- Emerald database for tourism to support Marketing and Management department
- Let Sharon Morrison know if there are any additions needed to collection

## CIDT

- See IT/Network Operations
- Faculty Senate Survey - see Old Business

## Website

- Documents will be uploaded to Bb DEC course and website following meeting

## Online Pedagogy

- Faculty Satisfaction Survey - review form sent yesterday
  - Please take survey ASAP and provide feedback to Christala Smith
  - Need "neutral" for features not used in Bb (#3)
  - Will be anonymous/optional rank and years of experience.
- Quality Matters incentive pay - anyone who has participated in trainings/certifications since Spring of 13 and has not been paid a stipend needs to contact Aaron BY MAY 1 in order to have paperwork sent to Dr. Clark for Faculty Incentive Grant consideration

## Old Business

- Faculty Satisfaction Survey and Student Satisfaction Survey links available in Bb until May 9
- Quality Matters Applying the Rubric Training recap - 7 certified
- Oklahoma Quality Summit recap - resources available here: <https://sites.google.com/site/okqualitysummit/>

## New Business

- Edthena Demo - Erik Brown  
University Partnerships, **Edthena**  
[erik@edthena.com](mailto:erik@edthena.com) | (415) 937-0682
- Aaron Adair reassigned to classroom instruction for AY1415. It has been an honor to serve DEC.

# Meeting Attendees

| NAME              | STATUS  |
|-------------------|---------|
| Paula Smith Allen | Present |
| James Britton     | Absent  |
| Kay Daigle        | Absent  |
| Dakota Elkins     | Absent  |
| Steven Emge       | Present |
| Karl Frinkle      | Present |
| Alistair Maeer    | Regrets |
| Shannon McCraw    | Absent  |
| Josie Mendenall   | Regrets |
| Dan Moore         | Present |
| Mike Morris       | Present |
| Sharon Morrison   | Present |
| Nick Nichols      | Present |
| Rhonda Richards   | Absent  |
| Christala Smith   | Present |
| Stevenson Smith   | Absent  |
| Jim Speers        | Present |
| Hallie Stephens   | Present |
| Jerry Stout       | Present |