

**Minutes**  
**Distance Education Council**  
**November 15, 2011**

**Members Present:** Dr. Paula Allen, Dr. Kay Daigle, Dr. Steven Emge, Dr. Karl Frinkle, Dr. James Knapp, Ms. Josie Mendenall, Mr. Mike Morris, Dr. Nick Nichols, Dr. Rich Pearlstein, Mr. Shannon Hutcherson, Ms. Ellen Hendrix (non-voting), Ms. Kate Plunkett (non-voting), Mr. Dan Moore (non-voting), Dr. Linda Kallam (non-voting)

**Members Absent:** Dr. Aaron Adair, Dr. Gerrie Johnson, Dr. Bob Stevens, Dr. Debi Combs, Dr. Vivian Guarnera, Dr. Jerry Polson (non-voting)

1. **Call to Order:** The meeting was called to order at 3:00 p.m.
2. **Minutes from 9-6-11:** Dr. Allen made a motion to approve the minutes, Dr. Nichols seconded, and the motion passed.
3. **DEC Membership List:** An updated membership list included Dr. Vivian Guarnera, who will replace Dr. Sheila Barnes as the new representative from Graduate Faculty.
4. **Distance Education Assessment (DEA) Report:** Members were advised that DEA Reports were missing from the following departments: Art, Communication, & Theatre; Chemistry, Computer, and Physical Science; Music; EIL; and Management and Marketing.
5. **Online Certification:** Members were provided with an updated list of faculty certified to teach Internet-based classes. The large number of non-certified faculty teaching Internet-based classes in the spring was discussed.
6. **State Approvals** – Dr. Kallam gave an update on the new federal guidelines for requiring approval from states where online students reside and stated that requests for individual state approvals are ongoing.
7. **Reports**
  - a. **IETV Committee:** Ms. Plunkett will send Dr. Kallam a student satisfaction survey the committee has put together. Dr. Kallam will post the survey on Blackboard for discussion and possible approval from the DEC. We would like to pilot the survey this semester using a small number of IETV courses.
  - b. **Library:** Ms. Plunkett reported that the Library's Blackboard courses were going well with approximately 25-30 hits per day.
  - c. **CIDT:** Ms. Hendrix reported that SE has received permission from Blackboard to use the Student Orientation cartridge. We have many questions that must be addressed before the cartridge is made available, but we can discuss this again in the spring and try for implementation in fall 2012. Ms. Hendrix is also working on online modules for selected Bb workshops.
8. **IT:** Mr. Moore reported that: (1) We are now streaming KSSU online; (2) The ODLA meeting the previous week was excellent and plans to offer virtual attendance at the spring meeting were being discussed; (3) He attended the CyberSecurity Conference and stated that consolidation efforts at the K-12 level were moving forward, with higher education still exempt at this point; (4) SE has

- been selected to offer CISSP training via IETV; (5) R100, an IETV room not currently in use, will be upgraded to make it better suited for IETV classes; (6) The video department is working with aviation and other departments to produce marketing videos; (7) OneNet has tripled our bandwidth and work is underway to improve IETV at Grayson.
9. **Web Page:** Ms. Plunkett stated that the Web Page Committee hasn't officially met yet, but they plan to get started soon. Dr. Kallam asked if Ms. Plunkett would take the lead on this and she agreed. Several possible changes were discussed, but Dr. Kallam noted that the EC (Electronic Campus) logo must be on the website, and mentioned that the SREB may need to reevaluate the website if major changes are made.
  10. **Other Business:** Dr. Kallam announced her resignation as Director of Distance Education, effective January 1, 2012, and thanked members of the Council for their support and hard work during her term.
  11. **Adjourn:** The meeting adjourned at 4:30 p.m.