



Sinte Gleska University

Distance Education Advisory Committee

Date: 5/14/21

Call to Order: Art Fisher

Wocekiya: Lisa Hoelsing

Roll Call/Attendance:

Department	Representative	P	A	E
Distance Ed. Coordinator	Art Fisher	x		
Arts and Sciences	Lisa Hoelsing	x		
Financial Aid	Midas	x		
Institutional Effectiveness/Data	Dan Seibel	x		
IOT	Shannon DuBray	x		
Human Services	Liz Klein		x	
Faculty Council	Ned Day		x	
Academic Vice President	Cheryl Medearis		x	
Nursing	Michelle Allen	x		
IT	Tom Cox		x	

Invitees in attendance:

Approval of minutes from the last meeting: First meeting; no minutes to approve

Agenda:

- Wocekiya:
- Decision for Permanent Secretary:
 - Will rotate note-taker each meeting. This meeting is Dan.
- Approval of Previous Meeting Minutes:
 - Motion Midas, Second Lisa
- Overview of Current HLC Standings:
 - Art shared that we were approved for Distance Education by HLC. Celebrated with a stallion GIF.

- Approval is for synchronous learning
- Overview of Distance Education Goals and Strategies Survey:
 - Survey has been created and designated to different people
 - Will be taken every year, deadline by end of May to complete as part of end-of-year reflection
- Preparation for Next Professional Development:
 - Discussion about PD that's a hybrid format
 - Topics that would be beneficial: no ideas right now but will leave the question open
 - Needs to be some training on copyright for online learning. This is something that lots of schools are doing
 - Dan suggests that we use our professional development funds and outsource the heavy lifting. Dan and art will look for consultants
 - Dan reports to have found a valuable resource with easy flow chart: <https://www.westga.edu/~distance/ojdl/summer172/tobin172.html>
 - Preparation for Next Professional Development: Art shared several ideas for tech training
 - Dan suggests that new apps and trainings go deeper and more in depth so that people are really able to use the tool after
 - Michelle suggests more time to present ideas to peers and get feedback. Dan suggested perhaps Professional Learning Communities with small groups would be helpful
 - Midas suggests to keep sharing new tools so faculty know what's out there. Dan adds on that it might be valuable to spend the year focusing on training for just a couple of apps. Midas suggests faculty be able to vote.
 - Action Item: Send a list of apps that might be valuable for faculty and send to Art to compile
- Process in Determining Which Courses Should Go Online:
 - Art share the Distance Ed Plan, reports that HCL did see our Google Classroom gains from the last survey
 - Art will give the survey at the next PD meeting to collect data on faculty growth with Google skills
 - Midas suggests Department Chairs use "gut" and conversations with faculty to decide classes which classes will be offered in the fall
 - Midas wants to see department chair emails set up separate from. Will send email to dwayne jr and set up.
 - Dept should be able to decide the percentage of classes online
 - Criteria: Instructor online skill, course eval results, instructor desire, professional judgement, student interest in online, fit with degree progress
 - Four levels of classes:
 - **In-Person** (100% live in person, 3-9hrs expected)
 - **Distance** (100% remote/online, min 50% synchronous, 3-9hrs expected)
 - **Blended** (minimum 50% synchronous, min 15hrs in-person per semester in a 3 credit course, 3-9hrs expected)
 - **Flexible Location** (students are able to choose to be in person or online, 3-9hrs expected)
 - These classes should be rarely approve

- Student Orientation & Google Classroom:

New Business:

-

Other Business:

-

Motion to Adjourn:

- Dan motions
- Lisa seconds

Next Meeting Date:

- June 4 at 10:30am

Approved:

Secretary

Art Fisher

Art W. Fisher

Date

5/14/21

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