Sinte Gleska University
Distance Education Advisory Committee
Date: 3/17/23

****

Call to Order: By Art
Wocekia: By Art Fisher
Roll Call/Attendance:

Department	Representative	P	A	E
Acting President	Ted Hamilton	x		
Human Services	Liz Kornely	x		
Business	Natalie Anderson	X		
MIS	Dwayne Stenstrom Jr	X		
ICC	Ella Rae Stone	X		
Arts & Sciences	Jenni Rodin	X		
Vice President of Gen Admin	Cheryl Whirlwind Soldier	x		
VP of Academic Affairs	Cheryl Medearis	X		
Education	Dan Seibel		x	
Institute of Technologies	Shannonb DuBray		x	
Financial Aid	Midas Gunhammer		x	

Invitees in attendance: Ted Hamilton, Acting President

Agenda:

- **Wacekiye**: Art Fisher

- **Approval of** 2/18/23 Meeting Minutes: Approved

- **Discussion for new members/invitees:** Art detailed what was discussed in the previous meeting for those that are new to the committee. Art explained that SGU uses Spiceworks for students to request help with Google Classroom. Discussed that it may be best to wait to send instructors all of the information until it is completed; that way there may be more attention paid to it.

- **Institutional Effectiveness Plan - Goal 6 and Indicator 6.1:**

- ○ Indicator 6.1: Student Interaction: Art added a note that students are able to utilize Google Meet as a resource; they are able to begin their own meetings outside of the classroom. The committee found that we have an Instagram and Twitter account; all attendees were not aware. Jennifer found that SGU has 289 followers on Twitter and 1,186 followers on Instagram. Ted brought up doing a student survey where we ask which form of communication is most used or preferred; Twitter, Instagram, or Facebook.

- **Institutional Effectiveness Plan - Goal 7 and Indicators 7.1 - 7.6:**

  - ○ **Indicator 7.1**: Technical Assistance forFaculty During Online Course Development: Liz suggested that Art add that he has a Google Classroom for Adjuncts to help them get familiar with Google Classroom and online learning. It was also suggested that he indicate that he provides this resource for part-time and full-time faculty. Dwayne Jr. suggested removing "and network monitoring solution" from the document.

  - ○ **Indicator 7.2**: Faculty Training and Support for Course Development: Art shared further about the clinical supervision model. Art discussed how he's joining classrooms as a co-teacher and takes a look at their layout and how the Classroom is laid out. Art indicated that the emails and notifications from the classrooms can get overwhelming at times. Liz suggested that Art have training with department chairs and show them what an organized Google Classroom looks like and the expectations that they should hold for their departments. Liz indicated that this would put less on Art's shoulders and have department chairs more involved with their department. Ted, Cheryl, Jennifer, Ella, and Art agreed that that would maybe be best. Clinical supervision will be removed from this indicator.

  - ○ **Indicator 7.3**: Fair Use and Plagiarism Training for Faculty: Liz asked about the workshop that Katarin and Whitney had started that focuses on writing. Liz asked if that would be a possibility for the future that we begin that again, or something similar. Art discussed how at OLC the library does something like that. Ted discussed ChatGPT and asked how we are to address that issue. Art mentioned the plagiarism tool that Google Classroom provides; Liz explained that it does not detect papers generated by ChatGPT because they are written like actual papers. Art suggested that this W Acceptable Use of Information Technology Systems.docx be handed out to faculty. Cheryl M suggested looking at it and ensuring it's up to date and can replace the older one. It was suggested by Dwayne Jr. that we wait on this as there's a lot that needs to be reviewed. Cheryl M indicated that a committee takes a look at this section; Student Policies Committee, and Staff Personnel Committee. Ted stated that this may need to be done annually as things are changing constantly. Art inquired about the process for getting this document to the appropriate committees. Art will send it to Cheryl M to get started on the process.

- ○ **Indicator 7.4**: Faculty and Ongoing Professional Development: Art will send to Dan to see if he has anything he would like to add to it.

- ○ **Indicator 7.5**: Standards for Faculty Engagement and Expectations: Cheryl M asked if this is something that would need to be in the faculty/adjunct handbooks. Art stated that the faculty completed an OLC questionnaire. Ella shared that she would share this information at ICC through the repository and during instructor orientation. It was discussed that the next step is to be sent to department chairs.
  - ■ Indicators 4,5,7 Teacher Orientation and Peer Review: Cheryl M asked if this would be someone that a faculty asks to come to review their instruction and content. She is questioning the word "peer". Cheryl M suggested changing the term "peer" to Department Chair or indicating a specific position.

- ○ **Indicator 7.6**: Informative of Emerging Technologies: Faculty & Adjunct Orientation Participants: Cheryl M explained that this section is what this committee is for. We are the first step and then send to the respective parties following. Art asked about becoming a member of OLC and was instructed to ask the President's Council.

New Business:
- ● Welcome to new committee members: Jenni Rodin, Natalie Anderson, Dwayne Stenstrom Jr, Ella Rae Stone,

Other Business:
- ● None

Motion to Adjourn:
- ● Cheryl M motioned to adjourn and Natalie seconded the motion.

Next Meeting Date:
- ● Apr 21, 2023

Approved:

_____*Liz Kornely*_____   __3/17/23_____
                    Secretary   ***Date***

_____   __3/17/23_____
                    Art W. Fisher   ***Date***