Distance Education Committee

December 7, 2018, 9am-10am, OM304 and WebEx - Minutes

Present Attendees: Brian Kennison, Stephanie Kuhn, Leslie Lindenauer, Aura Lippincott, David Martin, Divya Sharma, Tom Schmiedel

Absent: Monica Sousa, Marcy May, Cathy Vanaria, Scott Volpe, Colleen Cox, Becky Diot, William Joel

Secretary: Tom Schmiedel

Meeting called to order at 9:11am by 2018-19 Chair Aura Lippincott

Minutes of the October 5, 2018 meeting were approved (access here)

Old Business:

Confirmed priorities and group membership for members present. Aura will reach out to other members to determine their interests.

1. Priorities for 2018-2019
   a. Online office hours for faculty who teach in fully online programs
   b. University online strategy
   c. Explore emerging technologies (for ex. AR/MR/VR), including whether/how faculty should/could be supported in trying these technologies

2. Assignments for subgroups so far
   a. Priority 1: Online office hours (Colleen Cox, Aura Lippincott, Divya Sharma)
   b. Priority 2: Online strategy (Bill Joel, Stephanie Kuhn, Aura Lippincott, David Martin)
   c. Priority 3: Emerging tech (Brian Kennison, Aura Lippincott, Leslie Lindenauer, Tom Schmiedel)

3. Next steps
   a. Subgroups to meet and identify area of interest: what is the subgroup going to do/study, what are the desired outcomes/deliverables, what is the timeline for activities and completion?
   b. Report this information at the February (2/1/19) meeting
   c. Aura will coordinate first meeting for each group.

4. Confirmed that Distance Education Committee monthly meeting day/time - remains 1st Friday, 9am
New Business:

1. **Learning Circles - faculty development idea**
   
a. Idea for voluntary, faculty development interest groups, topic bound, time-bound 1-2 months, discuss experience with issues related to online discussion. Connect and share with colleagues.
b. Formation of learning circle would be an opportunity for faculty actively engaged in online activities to share experiences, while at the same time offering expertise or assistance to those who are borderline with implementing online.
c. Divya volunteered her interest and will bring to department meeting as a way to share online teaching experiences with faculty in the department.
d. Uncertain best way to communicate, possibly CELT blog or listserv suggested. Would it all be virtual or also meet physically in person?
e. Brian volunteered he could create a listserv if desired.

2. **CSCU LMS/Ed Tech Survey update**


3. **The JLA Division is in the process of revising its Bylaws and we are interested in including guidelines for online course instruction. Does the Distance Education Committee have information on which departments, if any, have current Bylaws that include online instruction?**

   Interest is in learning departmental policy on peer review of online teaching. This committee did a survey last year and Aura will look back at it, recalling one department who might have addressed this topic in the survey.

   David identified AAUP contract (Section 4.11.7): Peer review through observation of load credit activity should normally be a part of evaluations.

   Teaching is load credit so peer evaluation expected. In cases where a faculty member teaches exclusively online, it would appear observation/evaluation of an online class would be allowed/acceptable, if not required. If this is the case for “all online” programs/course, why not for any online course?

**Adjourned 10:01**
Next meeting: February 1, 2019, 9-10am

WebEx Meeting link
Committee on Distance Education Monthly Meeting
Hosted by Aura Lippincott

Friday 9:00 am | 1 hour | (UTC-05:00) Eastern Time (US & Canada)

Occurs the first Friday of every month effective 9/7/2018 until 6/7/2019 from 9:00 AM to 10:00 AM, (UTC-05:00) Eastern Time (US & Canada)

- Meeting number: 646 124 126
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