Seminole State College Distance Education Committee

MEETING MINUTES

November 14, 2018

A. Call meeting to order at 2:07 pm in VPAA Conference Room

B. Vote to accept meeting minutes for September and October (did not meet quorum)

   C. Online Faculty Orientation

   o Report on progress. Marta, Jeff, and Yasminda are working on this project. Plan to make available to faculty by March 2019.

D. ZOOM Handbook Revisions
   o Jason Cook is continuing work on this using information provided by faculty.

E. ZOOM training options
   o Tabled

F. Student Feedback-Online Courses
   o Linda Goeller request for updates to Student Feedback Survey reflecting QM standards; tabled

G. UCO Institute for Learning Environment Design
   o Passed out books to members present. Decided to eat and discuss LED in December.

H. DEPC Academic Integrity Report
   o Robin Crawford and Yasminda Choate reported on remodel of DEPC to increase oversight of students during testing.

I. QM Certification Schedule
   o Yasminda will contact division chairs for QM certification schedule. Report in December.

J. Campus Virtual Day
   o Distance Education Committee declines to make a recommendation on personnel issues. Will offer support/best practices for faculty working virtually.

K. Old business
L. New business
M. Announcements
N. Adjournment

NEXT MEETING: DECEMBER 12