

Seminole State College Distance Education Committee (DEC)

MINUTES

1:00 PM – 16 FEBRUARY 2016

TANNER 304

CALL TO ORDER

Members Present: Michael Schnell (DE Coordinator), Mindy Choate, Teresa Norman, Jeff Cheng, and Robin Crawford. Guest Kelli McBride

Minutes: February 2016

OLD BUSINESS

1. Brightspace orientation for faculty
 - a. Michael will work with Kelli to figure out assignments.
 - b. Kelli has examples of various topics for orientation loaded in Brightspace.
 - c. Sent out email asking for suggestions for orientation
2. DEPC
 - a. Report on DEPC – Everything seems to be running well.
 - b. Summer Schedule – DEPC will be open Monday through Thursday from 1-4.
3. Other

NEW BUSINESS

1. New Meeting date
 - a. New dates will be the third Friday of the month.
 - b. Dates
 - i. March 24
 - ii. April 21
2. Blended Course Seat-time - Tabled
3. Other
 - a. Student orientation- Discussion on how to have students complete the student orientation before being able to enroll in online classes.
 - b. Kelli will contact other online faculty on the DEC for suggestions.

ADJOURN

Next meeting: 24 March 2017