

Draft

DISTANCE EDUCATION TASK FORCE MINUTES

October 4, 2007
1:30-2:30 pm
HSEB Suite 5700

Presiding: Carole Gassert & Helen Lacy

Recorder: Kerry McKinney

Members Present: David Blackburn, Cory Stokes, Tom Malloy, Scott Narus, Chuck Wight, Joan Stoddart, Sam Dunn for William Siska, Paul Burrows, Don Blowski, Norma Harris.

Agenda Item	Discussion	Action
I. Introductions	A. Welcome <ul style="list-style-type: none">• Introductions around the table.• So much is happening around campus. Let's bring it all together And make it a rich resource.	
II. UEN	A. Utah Education Network <ul style="list-style-type: none">• Requests for classroom upgrades due October 17, 2007.• Classroom to classroom.• This committee would really like to go classroom to field.• UEN typical use of room is four times a day.• Remember when you submit your request that there are better buildings With better signal and internet strength. Choose your space carefully.•	
III. Scope	A. Committees Charge of Task <ul style="list-style-type: none">• Review of "asking to serve" letter.• Look at expanding our enrollment.• Gather everyone's expertise and build on.• Bring in outside examples.• Look at how we can reach rural areas.	Kerry: Send out a copy of DE report by Scott Narus.
IV. Survey	A. Survey <ul style="list-style-type: none">• Are we asking the right questions?• Look at doing a web-based survey. Paul will help with this.• Do we have a parallel case study we can look at?	

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	<ul style="list-style-type: none"> ➤ CSU ➤ Oregon • These may shape our report. • Look over survey and send any suggestions, etc., to Helen Lacy by October 15th. • Goal to have survey out by end of month. 	
V. Task Force	<p>A. Open Discussion</p> <ul style="list-style-type: none"> • How do we define Distance Education? <ul style="list-style-type: none"> ➤ <i>The majority of course content is not delivered in the traditional classroom.</i> • How are we going to summarize data? • Approximately 400 courses at the U of U use DE. • 6000 courses use WebCT. • What do people do? What have individual committee members been involved with? • Some departments are not represented on the Task Force. We will need to be sure they receive the survey. 	
VI. Next Meeting	<p>Schedule next meeting Tuesday's and Thursday's are not good.</p>	