

DACC NCA-HLC Self-Study
On-Line Degree Request for Institutional Change
Committee Meeting Minutes
Date: Thursday, January 10, 2008 – 8:30 a.m.
Location: Bremer Conference Room/Auditorium

Present: Dr. Belinda A. Dalton-Russell, Rich Pate, Eric Rayburn, Jon Spors

Absent: Karen Jones-McKissack, Sharon Waggaman, Ryan Wyckoff, Naomi Yonke

Guests/Resources: None

Agendas/Objectives

Core Component:

Discussion:

Acknowledged members present: Dr. Dalton-Russell acknowledged those members present and expressed gratitude for work completed thus far. Rich Pate acknowledged Ryan Wyckoff was absent due to working on the HLC Report to be submitted from the On-Line Request for Institutional Change committee. Dr. Dalton-Russell acknowledged Karen Jones-McKissack was absent due to the need to register students. She indicated that the primary purpose of the January 10th, 2008, meeting was to provide a brief synopsis of the status of the On-Line Student Survey administered and the status of the committee's work toward completion.

Results of the On-Line Survey: Rich Pate indicated that DACC has approximately 1,000 on-line students. Several classes were selected to participate in the On-Line Student Survey which resulted in 57 participants. Mr. Poll.com was used to administer the survey. It proved to be useful in preventing duplicate counts and eliminating cost. The Survey was available for two weeks prior to finals and closed in early December. The Survey results collected were overall very positive. 67% of the students who completed the Survey felt on-line courses at DACC met their needs.

Based on the students' feedback they would like more instruction on how to navigate the on-line system to successfully complete their courses. Fifteen percent of students indicated they experienced difficulty with on-line courses because of computer problems. Even though on-line academic advisement is available to students, the Survey suggests that efforts to heighten awareness of the advisement and counseling services available need to be increased.

- Rich mentioned that additional Surveys may be considered by other committees or College staff.
- Survey of community, survey of students currently not taking on-line courses.

Rich confirmed that Ryan has received the information needed to complete the committee's report, draft, budget, administrator, best practice, Survey results, etc. Ryan Wyckoff will be attending the HLC Conference held in Chicago, Illinois, April 11-15, 2008. Ryan will seek

out conference participants who have received approval for their on-line degree request for institutional change and review their documents.

- Next Meeting: Dr. Belinda A. Dalton-Russell requested that Committee members meet after the final draft has been completed. Rich Pate agreed to forward Criterion X Committee members a copy of the first draft via e-mail. The Committee is requested to review the draft, make suggestions and send it back to the person who has originated it. Eric Rayburn asked if a response was necessary if no revisions are suggested. Rich stated no response is needed.
- Jon Spors voiced that there has been statewide concern with the accreditation process and that some institutions have hired tutors to assist with the process.
- Next meeting. The next meeting date will be scheduled contingent upon the completion date of the draft after added revisions. Dr. Dalton-Russell again expressed gratitude for everyone's contribution and attendance. She commended Rich Pate and Ryan Wyckoff for their vital roles in surveying students and writing the final report.

Recorder: Dr. Belinda A. Dalton-Russell, Chair, On-line Degree Request for Institutional Change Committee.

Note: Number pages sent to Lynn Brauninger at lbraunin@dacc.edu.

cc: Dr. Alice M. Jacobs
Randy Fletcher
Dave L. Kietzmann
NCA On-line Degree Request for Institutional Change Self-Study Committee