

**Extended Learning Sub Meet and Confer
April 23, 2007**

Notes approved September 10, 2007

Attendance

Faculty Association Representatives: Gerald Schneck, Queen Booker, Terry Flaherty, Paul Wyss, Maureen Prenn, Mary Hadley, Absent: Scott Granberg-Rademacker

Administrative Appointees: Pat Lipetzky. Absent: Scott Johnson, Joan Roca, Bryan Schneider.

Ex Officio: Tracy Pellett, Kent Kalm, Judy Luebke, Marcius Brock, Kathy Trauger, Theresa Schwartz

- I. Call to order
 - A. Gerry Schneck called the meeting to order at 11:05 am.

- II. Notes of 2-26-07 and 3-26-07
 - A. **Approved** as submitted

- III. Announcements
 - A. Reception for Kent Kalm, April 26, 2007, 11 am – 1 pm, AF 238

- IV. Old Business
 1. Accessibility, WIDS – Gerry Schneck
 - a. Report on Web and Electronic Document Accessibility used in Instruction (and research) presented to LTR
 - b. LTR modified recommendations were supported for consideration by the Faculty Association Executive Committee and full Meet and Confer
 - c. Report on WIDS Instructional Design Software forwarded to Brenda Flannery, Academic Affairs
 - d. General Education will field test WIDS software next year
 2. Instructional Design position– Kent Kalm, Judy Luebke
 - a. A facilitated meeting held last week with key persons
 - b. Awaiting SPF funding
 - c. Final report will be submitted to Pat Lipetzky later this week
 - d. Bryan Schneider and Pat will discuss, and move position through necessary channels

- V. New Business
 - A. End of year reflections
 1. Queen Booker reported that the COB developing a global entrepreneur certificate to be offered online next fall, pending SPF funding
 2. Gerry Schneck reported he is developing Forensic Rehab course for online delivery to be offered next spring, pending SPF funding
 - B. Directions for next year
 1. Present a year in review with numbers

- a. Enrollment is a priority, increase online FTE
- 2. SPF Funding - think strategically, come up with committee ideas sooner
- 3. Review and prioritize college concerns from reports presented this year, provide follow-up
- 4. James Tower web redesign from a marketing prospective
- 5. Streamline how online only learners get to extended learning
 - a. Admissions
 - b. Tuition (resident rate)
 - c. Course identifiers?
- 6. Quality courses and programs
- 7. Adjunct training
- 8. Needs assessment
 - a. Done by departments?
 - b. Resource issues
 - c. Peer institute comparisons
 - d. 169 focus groups
 - e. External resources, professional organizations
- 9. Funding
- 10. Faculty committee members
 - a. All members are returning
 - b. Terry Flaherty, A&H permanent appoint to a 2 year term
 - c. Gerry Schneck will remain as chair
- C. Faculty Fellow transitions – Judy
 - 1. Judy will continue meeting with Stuart Ross and Jeff Henline and continue Community of Practice and move away from e-teach concept
 - 2. Attending “Faculty Peer Review for Online Course Design” workshop in May hosted by Lake Superior College in Duluth
 - 3. Forming Peer Review inaugural team, Warren Sandman, Ann Goebel and Judy Luebke
 - 4. Serving on LTR next year
 - 5. Bill Wagner will be doing recruiting in the Metro Area

VI. Reports

- A. MnOnline – Terry Flaherty, Mary Hadley
 - 1. Terry reported that the state IFO wants 6 representatives instead of 3, this would provide for 1 liaison from each institute, the staff was resistant to the idea
 - 2. Discussions held to develop an on onsite final exam policy
- B. Student Services – Marcius Brock
 - 1. The response has been slow to get the Online Faculty/Student Services Development grid updated. Once complete it will be sent to committee members electronically.
 - 2. Reported that they are in the final stages of getting 1999 offerings moved into current general education categories in DARs
- C. Enrollment Management – Pat Lipetzky
 - 1. Approximately 20 sub groups presented oral 10 minute reports to the full committee on April 5

2. Walt Wolff, Henry Morris and Scott Olson will review all the material and compile a final report
- D. Concurrent Enrollment – Kathy Trauger
1. Currently offering courses at Chaska, LeSueur-Henderson, St. James, and United South Central (Wells, MN)
 - a. English, speech, modern language, psychology, music, biology, math
 2. Program continues to grow, next year courses will be offered in Owatonna and possibly Belle Plaine
 3. In-service was held last week for high school teachers, MSU faculty mentors are very pleased with the quality of instruction being provided by these teachers, standards are being met
 4. Working with IT to track CE students who continue their formal college education at MSU, Mankato
 5. 5% of the St. James CE students will attend MSU next year as freshmen

Adjourned: 12:03 pm

Submitted by: Gerald Schneck
Pat Lipetzky

Next meeting: Fall 2007