

**Extended Learning Sub Meet and Confer
Notes
January 15, 2008**

Notes approved February 12, 2008

Attendance

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

Administrative Appointees: Pat Lipetzky, Bob Hoffman, Scott Johnson, Joan Roca, Bryan Schneider for Marilyn Delmont

Ex Officio: Judith Luebke, Marcius Brock, Bill Wagner, Kathy Trauger

I. Call to Order

- a. Gerald Schneck called the meeting to order

II. Changes to Agenda

- a. None

III. Approval of Minutes – December 3, 2007

IV. Announcements

- a. None

V. Old Business – Updates

- A. Update on I35 Corridor Development – Vice President Hoffman reported that meetings are being held; Faribault, Owatonna and Northfield communities are working together on this project. Discussion is being held about offering a baccalaureate completion degree at Federated Insurance for their employees (in Owatonna). Owatonna College and University Center building and property issues are being discussed. There are technical and health care needs in this area. The Owatonna Hospital is developing a training center on site – will have both Mayo and Allina participation. There is a lot of activity and the project is moving.
- B. Update on 169 Site Development – Dean Lipetzky reported that Minnesota State Mankato is very close to making a commitment for a site which is west of 169 and just north of 494 – near the Minnesota Vikings office area. Dr. Lipetzky distributed a map of the site and cautioned that Eden Prairie has many city codes to consider. Expect to be operating at this site by Fall Semester 2008 and looking for commitments from programs to offer courses/programs in Eden Prairie by the end of January. The lease (for five years) is currently being negotiated. Departments/Programs that are or will have offerings at the new site include: MBA, English, Speech Communication, Math, Nursing, Elementary Education, Special Education, Sociology and others now in the metro area. Normandale Community College will be a lower division provider but not a full partner – they will rent space. The site will have state of the art technology. Office space will be available for faculty.

- C. Enrollment Management Committee Report – next month at the meeting online and off campus reports will be shared with the group as well as fall and spring semester data. Web site and user information will also be shared with the group.
- D. Online Student Services – Associate Registrar Marcius Brock distributed a draft of a proposal for services as well as a draft of proposed projects which were developed with the work group and others throughout the campus. Suggestions are welcome; however the proposed projects should be kept at a number that is reasonable for completion. Questions regarding online advising and an online Campus Hub were raised. Suggestion made that it may be best to have totally online advising with communication between the student and advisor. Suggested made that there is a heavy graduate emphasis on the process as well as on the undergraduate. A motion was made and passed to endorse the direction the Online Student Services sub-committee is moving.
- E. Incentives - Professor Bill Wagner distributed a document providing information regarding the online incentives proposal and reported on his meeting with Budget Officer, Rosemary Kinne. The meeting with Finance and Administration was not productive and it was decided that Dean Lipetzky and Professor Wagner will meet with Rosemary Kinne. Suggested incentives would go to the department, not to individual faculty members. Discussion included that Extended Learning has some flexibility to charge market rate for online; the policies suggested in the online incentive proposal are designed to build a program and will be reviewed in three years; the 1.6 credit in the proposal is the same number used for graduate enrollment; online growth occurred mainly in the summer; we need to develop infrastructure so we can move rapidly into online – especially considering the high school demographics; may have plateaued regarding faculty who want to convert to online teaching – need some incentive to entice others. A motion was made and passed to take the online incentive proposal to Provost Olson. Differential tuition for online will be considered. The proposal will also be shared with the Faculty Association.
- F. Peer Review and Teaching with Technology: Professor Judith Luebke distributed an Online Course Peer Review Rubric. This is ready to be used and online faculty will be informed that this tool is available. The purpose of the review is to enhance learning in online – there is no cost.
- G. Policy Change – Extended Learning Permission to Register – Dean Lipetzky reported the change “up to 15 credits” through this process was approved by an abbreviated policy review process.

VI. New Business

- A. Change name of Extended Learning – will be discussed next month
- B. Scheduled tests for online classes – needs discussion prior to a decision

VII. Adjournment: 3:00 p.m.

NEXT MEETING: Tuesday, February 12, 2008 2:00 p.m. CSU 203