Extended Learning Sub Meet and Confer  
October 25, 2005  
Notes

Notes Approved November 8, 2005

Attendance
Faculty Association Representatives: Gerald Schneck, Kathy Hurley, Roger Severns, Don Descy, Mary Hadley, Scott Granberg-Rademacker. Absent: Paul Wyss  
Administrative Appointees: Pat Lipetzky, Jane Earley, Joan Roca, Mark Johnson  
Ex Officio: Kent Kalm, Tracy Pellett, Kathy Trauger, Theresa Schwartz. Absent: Marcius Brock

I. Call to order:  
Gerald Schneck called the meeting to order at 10:02 a.m.

II. Minutes of 10/11/05:  
A. Approved as submitted

III. Agenda Changes:  
A. Discuss D2L Review

IV. Announcements:  
A. Summer Online Interest Survey  
   1. Preliminary results given by Pat Lipetzky  
   2. Zoomerang survey sent to all students  
   3. 1700 responses as of 10/25/05 and will be closed 10/26/05  
   4. Final results will be provided at the next meeting

V. Old Business:  
A. None

VI. New Business:  
A. HLC accreditation  
   1. Review of MnOnline recommendations and MSU response  
      Appendix to HLC 2006 Site Visit attachment (page 1, item 1)  
      a. Pat Lipetzky gave background information  
      b. Discussion of Guidelines for Online Course Development and Online Readiness for Academic Programs  
      c. Action: Motion made and passed to adopt the guidelines for department level use as suggested with the addition to the Resource Assistance section of a disability services contact.  
      d. Action: Motion made and passed to randomly select a number of representative online courses for review based upon guidelines and criteria already in place to follow best practices and to summarize the data for institutional
evaluation purposes. Other methods will be developed to help faculty improve online teaching methods.
VII. Additional Item
A. Roger Severns initiated discussion of D2L Review and what the EL sub meet and confer may want to recommend to this committee
B. Mark Johnson will provided via email information he has received about the purpose, timeline and membership of this MnSCU ad hoc committee
C. Decision: Sub-group formed (Roger Severns, Gerald Schneck, Kent Kalm) to review and make recommendations to EL sub meet and confer on the D2L issues

Adjournment: 11:02 am

Submitted by: Pat Lipetzky and Gerald Schneck

Outstanding Issues:
Organization of sub meet, sub committee work
Accreditation/HLC visit
Funding: Sustainable, RFP funding
Concurrent Enrollment adoption
Online Orientation presentation

Next meeting: November 8, 2005, 10:00-11:00 am, CSU 204 (note room change)