

**Extended Learning Sub Meet and Confer
October 9, 2006**

Notes approved November 13, 2006

Attendance

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

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

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

- I. Call to order
 - A. Gerry Schneck called the meeting to order at 11:03 am.

- II. Agenda Changes
 - A. None

- III. Notes of 9-11-06
 - A. **Approved** as submitted

- IV. Old Business
 - A. Schedule college reports on opportunities for off campus/online enrollment growth, enrollment management data
 1. Pat Lipetzky called for reports from college representatives to aid enrollment management committee **Action:** schedule will be as follows.
 - a. November 2006 – SET
 - b. December 2006 – SBS
 - c. January 2007 – AH & N, COE
 - d. February 2007 – A & H, COB
 - B. Work group for web and electronic documents for instructional accessibility
 1. Jerry Schneck called for volunteers to serve on this work group to evaluate and bring a recommendation back to EL sub meet & confer. **Action:** Gerry Schneck, Chair; Paul Wyss; and Mary Hadley volunteered to serve
 - C. Work group for WIDS recommendation
 1. Jerry Schneck gave a brief overview of WIDS system and called for volunteers to evaluate and bring a recommendation back to EL sub meet & confer. **Action:** Gerry Schneck, Chair; Scott Granberg-Rademacker; and Judy Luebke volunteered to serve
 - D. Work group for funding model development
 1. Pat Lipetzky called for volunteers to serve on this work group to develop a funding model and make a recommendation to the EL sub meet & confer. **Action:** Pat Lipetzky, Chair; Scott Johnson,

Queen Booker; volunteered to serve. Terry Flaherty was nominated to serve.

- E. Peer Review Process, eTeach update
 - 1. Judy Luebke gave a brief report in Kent Kalm's absence
 - a. Peer Review – she and Kent will be visiting department chair meetings and asking for recommendations to help recruit faculty members. They hope to start Peer Review process in spring 2007.
 - b. Faculty Exchange Series meeting held last Thursday on copyright laws was well attended and will be continued at the next meeting in November.
 - c. Brown Bag Electronic Lunch was held with 9 participants, the topic was wickies and blogs
 - F. Online Tutoring/SMARTHINKING update
 - 1. Marcius Brock gave a brief report in Bryan Schneider's absence
 - a. Randall McClure and Jeff Henline will be participating in the SMARTHINKING training session
 - b. This online tutoring pilot program is funded based on the number of media code 03 students currently enrolled at our MSU, M
 - c. The Center for Academic Success will oversee this program
 - G. **Discussion:** Online advising, video stream of top 100 questions, where are we at with RightNow software?
 - 1. Kathy Trauger will follow up with SRC's
 - a. Scope
 - b. Best practice example
 - c. How to proceed
- V. New Business
- 1. PSOL
 - a. Tracy Pellett provide a hand out and gave a brief overview of the survey for online learners
 - b. Survey will be sent out the week after Thanksgiving
 - c. Tracy will report results at the January 2007 meeting
 - 2. MnOnline representative substitute
 - a. Terry Flaherty will be the faculty representative at the November meeting for Mary Hadley who is the current faculty representative and is unable to attend
- VI. Reports
- A. MnOnline
 - 1. No updated information was available to report
 - B. Student Services
 - 1. No updated information to report
 - C. Enrollment Management
 - 1. Pat Lipetzky & Scott Johnson serve on this committee with many others from across the university, the committee has met twice

2. Faculty representatives will be added to the Enrollment Management committee
 3. Pat intends to take ideas from EL sub-meet committee college representative reports to the enrollment management committee
 4. Pat reported that the EM committee is considering hiring a consultant as a short term fix for fall 2007
 - a. Work groups will be going through the EM Report to review for accuracy
- D. **Discussion:** Tegrity Online Software
1. COB will have a demonstration on Friday, 8:30 am
 2. Invite will be sent to committee members who may want to attend
 3. Considering a pilot program in the COB
- E. Concurrent Enrollment Assessment
1. Kathy Trauger is working with Tracy Pellett to develop an assessment tool to support the CE program becoming permanent program

Adjourned: 11:55 am

Submitted by: Patricia Lipetzky
Gerald Schneck

Next meeting: Monday, November 13, 2006 at 11:00 am in CSU 202