

**Extended Learning Sub Meet and Confer
October 9, 2007**

Notes approved November 5, 2007

Attendance

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

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

Ex Officio: Judy Luebke, Marcius Brock, Bill Wagner, Kathy Trauger, Theresa Schwartz

- I. Call to order
 - A. Gerry Schneck called the meeting to order at 9:03 am.

- II. Change to the agenda
 - A. Approve meeting notes of 9-10-07, not 4-23-07

- III. Notes of 9-10-07
 - A. **Approved** as submitted

- IV. Announcements
 - A. Pat Lipetzky announced that Pam Baker started in the EL office as of October 1 as Director of Program Development
 1. Responsibilities will include all around marketing & web support for EL unit

- V. Old Business
 - A. Incentives for online/off campus teaching – Bill Wagner & Team
 1. Preliminary proposal, 2 part
 - a. Similar structure to Summer model
 - Financial incentives for departments including percentage allocation to IT, library, and extended learning
 - b. Inflated credit values similar to graduate courses for the purpose of calculating teaching load and instructor overload payment for online
 2. Discussion points
 - a. Variable tuition rate charged for the convenience of online courses
 - b. Fees vs Differential Tuition
 - c. Quality of product
 - d. Accredited programs
 - e. Check what other MnSCU schools are doing
 - B. Policies – articulation, permission to register – Terry Flaherty
 1. Malcom O'Sullivan heads up the articulation group and it has not met yet this semester
 2. Permission to Register

- a. Discussed this issue with Malcom and this is not a policy but a procedure and does not require formal approval from administration
- b. **Action:** Proposed that the procedure be changed to allow students who have completed their high school diploma or GED at least three years prior to enrollment at MSU, admitted by Extended Learning to take online or off campus courses, be increased from 12 undergraduate credits to 15 undergraduate credits without making formal admission to Minnesota State University, Mankato.
Approved.

C. Concurrent Enrollment – Kathy Trauger

- 1. Unduplicated headcount
 - a. 231 PSEO students on campus
 - b. 233 Concurrent Enrollment students off campus
 - c. Belle Plaine and Owatonna are districts where we have a new presence this year for concurrent enrollment
- 2. General Information
 - a. MSU, Mankato has applied for and been granted accreditation from the SD Board of Regents. Credits earned at MSU, Mankato are transferrable in South Dakota.
 - Some MN colleges & universities do not have this accreditation, therefore credits earned at these colleges or universities are not transferrable in SD
 - b. MN legislature approved and pays MN school districts \$150 per student enrolled in concurrent enrollment courses
- 3. Sub-group proposal
 - a. Equitable payment schedule MSU faculty partners
 - b. **Action:** MSU faculty members receive 8% of the amount they would be paid for teaching a course with the same number of credits as the course being offered in the high school, or a minimum of \$500 per course and maximum of \$800 **Approved.**
 - **Recommend** proposal to IFO for approval
 - c. Mechanism for sharing credits be developed so that departments are encouraged to participate in the concurrent enrollment program
 - 50% of credit hours would be returned to department
 - **Recommend** inviting a representative from finance & administration to address committee on how credit hours from CE are interpreted by the University
 - d. A goal is to expand CE program to double the number of courses offered in the next year

D. Online Student Services – Marcius Brock, Maureen Prens

- 1. Marcius Brock reported on adding additional services for online learners

2. Maureen Prenn reported on the Louma Leadership Academy conference held via ITV, regarding online student services
 - a. This group will research and make recommendations concerning online services
- E. WIDS – Gerry Schneck
 1. General Education diversity sub-meet will not meet until late October, Gerry will give a report at the November meeting
- F. Peer Review Process, COP, Online Conversion – Judy Luebke
 1. Peer Review training session will be offered as part of Professional Development Day
 2. COP second face to face meetings will be held this week
 - a. Dr. Bikash Nandy will present his online virtual study abroad tour via D2L
 3. Proposed to hold University Teaching with Technology conference during the fall of 2008
 - a. Supported by Brenda Flannery, Marilyn Delmont, Stuart Ross and Pat Lipetzky
 - b. Volunteers from the LTR will serve on planning committee
 - c. **Action:** Call for volunteers from EL sub-meet to serve on planning committee, please let Judy know if interested
- G. Transforming to a College – Pat Lipetzky
 1. Due to shortness of time, Pat will send a report via email to committee members
- H. Site development – Pat Lipetzky
 1. Due to shortness of time, Pat will send a report via email to committee members
- VI. New Business
 - A. Online Student Satisfaction Survey
 1. Sent via email prior to meeting
 2. Discuss tabled until the next meeting in November

Adjourned: 10:00 am

Submitted by: Gerald Schneck
Pat Lipetzky

Next meeting: November 5, 2007 at 9:00 am, CSU 202