

**Extended Learning Sub Meet and Confer
November 5, 2007**

Notes approved December 5, 2007

Attendance

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

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

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

Guest: Rosemary Kinne

- I. Call to order
 - A. Pat Lipetzky called the meeting to order at 9:00 am.

- II. Change to the agenda
 - A. None

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

- IV. Announcements
 - A. None

- V. Credit hour production attribution to department and Extended Learning – Rosemary Kinne
 - A. Handout of credit hour summary of off campus and online prepared by Institutional Research
 1. Credit hours follow the funding source
 2. English department used an example
 3. Credit hours generated by concurrent enrollment offerings are not linked to any tuition revenue
 - a. Contracts are issued with each individual school district they are charged a flat rate per class offering, it is not based upon enrollment in each section
 4. EL sub-meet could propose how CE credit hours are distributed and this information would need to be manually manipulated by Rollie Rowe in Institutional Research based upon information provided from Extended Learning.
 - B. Discussion points
 1. Departments would like a share of the concurrent enrollment credit hours generated (proposed 50/50 split) to help their 5 year trend numbers show involvement in this initiative
 - a. This may help get more department and faculty involvement
 2. Extended Learning is starting to collect data about students who enroll in CE to be able to track if they continue their secondary education at MSU, Mankato (retention)
 - a. This is only the third year, data is somewhat limited

3. Important to provide this service component and opportunity to HS students (silent recruitment)
 - a. Quality of product
4. This item was tabled, discussion will be continued at a future meeting

VI. Work group reports

A. Discussion of draft proposal for College of Extended Learning – Mary Hadley, Pat Lipetzky

1. Draft proposal sent via email prior to meeting
2. Discussion points to be included in the proposal
 - a. Specify what an adult/non-traditional student is
 - b. Highlight diversity needs
 - Enhance specific skill sets
 - Flexibility
 - c. Clarification of joint structure for faculty appointments
 - Fixed term
 - d. Timeline
 - Proposal, asking for endorsement, has to move out of sub-meet by December
 - e. Call or email additional comments to Pat Lipetzky

B. Incentives for online/off campus teaching – Bill Wagner and team

1. Two proposal for consideration and discussion were provided via handout at the meeting
 - a. Proposal #1
 - Set specific enrollment capacities
 - ✓ Example: writing intensive 35
 - Incentive dollars go to the department instead of individual faculty member
 - b. Proposal #2
 - No additional suggestions were given
 - c. Send comments to Bill Wagner or Terry Flaherty
 - d. Will be brought back for action at December meeting

C. Concurrent enrollment faculty pay – revised – Terry Flaherty and Kathy Trauger

1. Faculty Association leadership asked that a second proposal be developed that would more appropriately meet the requirements in the Agreement Article 12, Section B, subdivision 3.
2. Revised proposal distributed via email prior to the meeting
3. **Action:** MSU faculty members receive payment equal to 1.5 duty days per course (not section) for which they serve as the MSU faculty partner. Serving as a partner includes review of course syllabus, textbook, high school teacher credentials and three visits with the high school teaching partner at the participating high school.
4. Suggested specific language be added for clarification “per semester”, “per location” **Approved.**
5. **Recommend** revised proposal to IFO for approval

- VII. Additional reports/updates
 - A. Tabled until the next meeting in December

- VIII. New Business
 - A. Online Student Satisfaction Survey
 - 1. Tabled until the next meeting in December

Adjourned: 10:00 am

Submitted by: Gerald Schneck
Pat Lipetzky

Next meeting: December 3, 2007 at 9:00 am, CSU 202