

**Extended Learning Sub Meet and Confer
December 3, 2007**

Notes approved January 15, 2008

Attendance

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

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

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

- I. Call to order
 - A. Pat Lipetzky called the meeting to order at 9:05 am

- II. Change to the agenda
 - A. None

- III. Notes of 11-5-07
 - A. **Approved** as submitted

- IV. Announcements
 - A. Welcome extended to Scott Page, COE; he will replace Maureen Prenz while she is acting dean

- V. Final discussions
 - A. Discussion of draft proposal for College of Extended Learning – Pat Lipetzky, Mary Hadley
 1. Proposal sent via email prior to meeting
 2. No additional comments or discussion
 3. **Action:** Recommend sending proposal forward to Academic Affairs and University Sub-Meet & Confer **Approved**
 - B. Incentives for online/off campus teaching – Bill Wagner & team
 1. Proposal sent via email prior to meeting
 2. Lengthy discussion
 3. **Recommend** the following discussion points be addressed by sub-committee and brought back to full committee
 - a. Clarify details of past Friday-Saturday funding model
 - b. Need for Finance & Administration representation
 - c. Banded tuition, who gets what?
 - d. Clarify incentive funding is only for media code 03 online courses funded by Extended Learning
 - e. Department, in-load, online, FTE 1.6 credit hours per credit hour – solid?
 - f. Add a 3 year review clause to revisit what's working or what's not

- VI. Additional reports/updates
 - A. Update on site/centers development – Pat Lipetzky
 1. 169 site identified in SW metro just north of 169/494 intersection, near Vikings training center

2. Discussion in progress with MnSCU & presidential partners regarding site lease
 3. Final decision expected soon
 4. Planning for opening Fall 2008
 5. Facility room requests for Fall 2008 classes begin January 4, 2008
- B. I-35 Education Consortium – Bob Hoffman
1. Communities of Owatonna, Faribault, Northfield
 2. SCC, Riverland, MSU, Mankato providers
 3. Key meeting to be held on Wednesday, 12/5/07 to chart specific direction
 4. Projected to have something started by Fall 2008
- C. Burnsville Business Center – Bob Hoffman
1. Partners are Normandale CC, Dakota TC, Inver Hills CC, MSU, Mankato
 2. Site location Nicollet Avenue & Hwy 13, Burnsville
- D. Online Student Services – Marcius Brock & team
1. Workgroup will have a proposal for the January 15, 2008 meeting
 2. Continue to clean-up spreadsheet grid, plan to create a modified version
- E. Peer Review Process, COP, Online Conversion – Judy Luebke
1. Warren Sandman, Ann Goebel, and Judy are currently reviewing each other's online courses
 2. Whole online assessment process developed by January 2008
 3. Professional Development Day session offered "Online Course Peer Review Opportunities"
- F. Technology Conference – Judy Luebke
1. Date: Friday, November 7, 2008, CSU
 2. 5 sessions offered between 9 am – 3 pm
 3. Online & Technology and Teaching across the board
 4. Provost Olson will give Welcome
 5. Seeking a Keynote Speaker
 6. Invitation will be extended to other universities as well as MSU faculty, staff and students

VII. New Business

- A. Goals for Spring semester
1. Incentive model
 2. Metro center opening
 3. Online Student Services
 4. Campus wide enrollment management
- B. COE Professional Development Announcement – Scott Page
1. Thursday, January 10, 2008
 2. Presentation by Dr. Aaron Duehring, U of M (MSU Alumni)
 3. All are invited to attend

Adjourned: 10:00 am

Submitted by: Pat Lipetzky

Next meeting: January 15, 2008 at 2:00 pm, CSU 203