

**Extended Learning Sub Meet and Confer
February 26, 2007**

Notes approved April 23, 2007

Attendance

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

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

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

- I. Call to order
 - A. Gerry Schneck called the meeting to order at 11:00 am.

 - II. Notes of 1-29-07
 - A. **Approved** as submitted

 - III. Announcements
 - A. Spring enrollment report, new format from Institutional Research
 1. Comments –
 - a. Good report, makes sense
 - b. Rollie Rowe should be commended, the right questions were asked to get this detail broken out into usable information
 - c. Report will be updated weekly on the IR web site
<http://www.mnsu.edu/institres/currentreports/reports/spr.pdf>
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- IV. Old Business
 - A. EL Opportunities & Barriers – College of Business
 1. Queen Booker gave an overview of the COB report that was distributed at today's meeting.
 - a. Programs that are most likely to have significant online enrollment if implemented would be Business Certificate; MBA; General Mgmt Bachelor for people with an AA or two years community college; Financial Planning Certification
 - b. Off campus programs most likely to have significant enrollment in the Twin Cities if implemented would be MBA, Master of Accountancy
 2. Concerns
 - a. Accreditation visit February 2008, no changes should be made prior to this visit
 - b. Too many business students as it is
 - c. Need for more academically qualified faculty
 - d. Technical support for online programs
 - e. Salary incentives for online development and greater overload pay for class sizes over 20
 - B. EL Opportunities & Barriers – Arts & Humanities
 1. Terry Flaherty gave an overview of the A&H report that was distributed at today's meeting.

- a. Four of eight areas have no interest in offering online/off-campus programs (Art, Mass Comm, Music & Theater)
- b. Philosophy has experimented with online courses and is open for discussion and could provide an essential critical thinking element
- c. English, Modern Language and Speech are interested in substantial ways, in both online and off campus
 - 2 + 2 programs
 - Hybrid programs
 - Need for professional education part of the package in place to offer complete program (off campus and online)
 - Need for complementary minors
 - Need assurance of market, space availability, site cooperation all coordinated by EL office
 - Need for a "usable" EL web page to provide potential student with program details from general pages
 - Need for bureaucratic intervention, negotiate contracts

C. Technology grants – Bryan Schneider

- 1. 12 requests received, good ideas
- 2. Meeting to rank and prioritize
- 3. Decision with in the next week
- 4. Funding will be split between this fiscal year and next

V. New Business

A. Coordinator of Instructional Design position – Judy Luebke

- 1. Kent Kalm, Ann Quade & Judy Luebke met with representatives from all colleges except education last week to begin preliminary discussion of a job description for a Coordinator of Online Learning
- 2. Judy provided a hand-out that outlined discussion points from the meeting
 - a. Model similar to University Development, instructional designer for each college (including graduate studies)
 - b. Comments and feedback are welcomed
- 3. This position would move from IT to Extended Learning
- 4. **Action:** Judy will email EL Sub-meet & Confer committee and college representative a preliminary job description in the next 2-3 weeks to be reviewed

B. Report to Enrollment Management Committee – Gerry Schneck

- 1. Draft report sent from Pat Lipetzky via email prior to today's meeting
- 2. Where do we want to be in 10 years?
- 3. Feedback is needed
- 4. **Decision:** Need to break down report and focus on the next 5 years first, address second five years at the next committee meeting

5. Discussion

- a. Get out of the general education courses unless there is a specific political need or the course is needed to support a specific program (such as concurrent enrollment)
- b. Make a strong statement up front, delivery system for certain markets vs a straight 10% increase each year
- c. International students and underrepresented populations should be mentioned as a growth area, great potential for Hybrid programs
- d. Where are the numbers coming from to increase enrollment?
 - Graduate programs
 - Upper level course offerings
 - Describe programs unique to Mankato, and southern MN (capture these before MnSCU eliminates duplication)
- e. What dollars are already being spent, where are we at now?
 - Budgets, marketing, resources
 - How is new money needed for growth over the next 5-10 years?
 - Cost benefit vs expected growth tie positions back to those things

6. Clarification – Director of Program Development, funded with soft money, fixed-term, 2 year position has been approved and search will begin in March

VI. Reports

- A. MnOnline – Mary Hadley
 1. Meeting at the end of the month, nothing new to report
- B. Peer Review Process, eTeach update, Community of Practice – Kent Kalm
 1. Two face to face meetings and two online experiences have taken place so far this semester
 2. The next face to faces session is Thursday, March 1 at 12:00 pm in CSU 201; demo Breeze / Adobe Contact
- C. Student Services – Marcius Brock
 1. The Online Faculty/Student Services Development grid is in progress
 2. Slow response, campus priorities focused on enrollment management issues

Adjourned: 11:50 pm

Submitted by: Gerald Schneck

Next meeting: Monday, March 26, 2007 at 11:00 am in CSU 202