

University Extended Campus Sub Meet and Confer**September 20th, 2021 1:00-2:00pm****ZOOM****Meeting Notes**

- Review the Agenda
- Introduction of sub-meet and ex-officio members

Christine Pisgley: Co-chair of sub meet and Program Director of Applied Leadership.

Tammy Bohlke: Director of Workforce & Professional Education for the on-credit and customized training for adult learners. MUASSFF Representative of this sub meet.

Elizabeth Pluskwick: Tenured Faculty with the Iron Range engineering program in Virginia, MN.

David Kimori: Faculty member of College of Education in the department of Elementary Education program.

Justine Martin: Librarian for Library affiliated and focus on library services for extended learners.

Anne Kerber: Associate Professor in Communication Studies, teach primarily in Twin Cities Communication studies program, based out of Normandale Community college.

Jeff Pool: Director of Transfer Partnerships and also a distance student at the Edina campus in the EDLD doctoral program. Work primarily with our community college partners to ensure path to transfer is as smooth as possible through official and unofficial partnership agreements.

Sara Leigh: Student Relations Coordinator for Extended Education Campus. Work with students at Normandale and with the Applied Leadership students.

Michael Bilden: Director of Marketing and Recruitment based at Edina. 20 years I higher education and working with adult students.

Jonathan Paver: Director of Minnesota State Mankato ONLINE at Edina. With the University for over a month now. Looking forward to helping to support the online programs that will be expanding.

MaiChong Lee: Onsite Coordinator at the Edina facility and serves as the administrative assistant for this subcommittee, helping to schedule and take meeting notes.

Molly Timlin: Associate professor and Director of the Diabetics program in the department of family consumer science.

Teri Wallace: Serve as the Interim Associate Vice President for Research from MN State Mankato and the Dean of Extended Campus. Used to teach in the Special Education Graduate program.

- Review the Charge of the Sub-meet
 - **Committee duties:** The University Extended Campus (UEC) mission is to collaborate with University colleges and departments to extend the reach of Minnesota State University, Mankato to nontraditional students, business organizations and communities locally, regionally and globally. This committee discusses a variety of topics including but not limited to: collaboration strategies, program and enrollment goals, facility usage, marketing strategies, parity of services for off-campus students, creating sense of community for online students, assessment, and degree completion barriers and strategies.
 - Provides as two-way communication to what’s happening what we would like to see happen.
- Walk through TEAMs Site
 - Sub-meet meeting notes, agendas and related documents will be posted there.
- What is University Extended Campus
 - What/who is included?

Off-campus Degree Completion programs	
Iron Range Bell Engineering	Twin Cities Engineering
Elementary Education	Communication Studies
4 main Online Degree Completion Programs	
RN to BSN Completion	Applied Leadership
Bachelor in Business Administration	Dental Hygiene
Graduate Programs at Edina	
Educational Leadership-Specialist	Educational Leadership-Doctoral
Educational Leadership-Master	Doctoral of Nursing
Center for Workforce Professional Education	
Continuing Education/Non-Credit	Customized Trainings

- Enrollment Update as of 9/20th:
 - **Twin Cities Engineering:** 28 students plus 1 from last Fall
 - **Communication studies:** 41 students plus 2 from last year
 - **Elementary Education:** 46 students, same number from last year
 - **Special Education:** Used to be a Normandale program but has now transitioned to a fully online program. They are in the final semester of still finishing their final cohort of seated students and beginning to shift more to the online cohorts.
 - **Bell program:** 47 students, down 5 from last year
 - **Iron Range:** 37, down 1 from last year

Enrollment updates for the Online programs is hard to compare year to year due to the change in coding. Currently UEC staff are working with Jerry Oman on cleaning up the data.

- **Applied Leadership:** 86 students
- **BBA:** 69 students
- **Online RN-BSN:** 501 students, up 116 students from last year
- **Dental Hygiene:** 81 students
- Applied Leadership, Rn-BSN and Dental Hygiene all have mid semester starts so could see additional enrollment in October.
- BBA classes start every 5 weeks
- Applications for the Online Programs went up 27% from Fall 2020 to Fall 2021
- Center for Workforce Professional Education and the Small Business Development Center were part of Strategic Partnerships. Now, it is Strategic Partnerships *Center* at Hubbard, which is part of the University Extended Campus.
- Overview of Minnesota State Mankato ONLINE:
 - Minnesota State Mankato ONLINE began as a pilot 3 years ago (2017) and started with four, 100% online programs (Applied Leadership, Business Administration, Dental Hygiene and Nursing).
 - 450 students were enrolled in Fall 2018 and currently more than 700 students enrolled for Fall 2021 – programs are growing!
 - Last year, UEC started to build an infrastructure or centralized support to help support these programs.
 - Feedback from the pilots included the desire for supports, marketing, online orientation and additional support in many other areas.
 - Based on this feedback, work already has started to begin and build the Centralized Support Center for the Minnesota State Mankato ONLINE programs.
 - Minnesota State Mankato ONLINE-new positions
 - Transfer Evaluator-Maria Casto
 - Reduced time for transfer evaluation for 100% online students.
 - Director of Online Programs-Jonathan Paver
 - Director of Marketing and Recruitment-Mike Bilden
 - Started a Snapshot project which we originally called Dashboard project. Working on a couple of different things related to this.
 1. A snapshot of the program budgets – will soon be held on powerBI so programs can get regular updates to show how they are doing, financially.

With Minnesota State Mankato ONLINE, faculty and deans have a lot of flexibility in what they want to do with their programs.

In order to this flexibility, a snapshot overview is needed to provide useful information that will help faculty and deans make decisions.

2. Predictive model- a tool where users would be able change something and see how that impacts the rest of the plan.
 3. Financial Model
 - a. Students in the fully online model will pay tuition and a student united fee.
 - b. After all expenses are paid (instructional costs, program expenses, centralized online support expense)
 - i. A yield distribution based on Tiered Rates –based on profitability.
 1. General fund
 2. Operations: Online Marketing/investment/start-ups
 3. Remainder is distributed to colleges.
 4. Student Coding & Gen eds.
 - a. We worked with faculty, program chair and deans to create second sections with proper tuition for just the online students.
 5. Marketing campaigns
 - a. Worked with admissions and integrated marketing to run marking campaigns for the online programs.
 - b. Created a sweepstake to get online students to register during a specific timeframe.
 6. D2I Orientation for Online Students and Ongoing Access to Online Supports
 - a. Orientation setup to always be available and accessible to students, even after completion of orientation. Kick off goal date is October 1st.
- Updates and feedback
 - ONLINE Educator Essentials Certificate programs
 - Working with CETL and Brooke on the ONLINE Educator Essentials Certificate programs
 - Identifying new programs
 - Labor Market resources, competition
 - Been working identifying the labor market and the competition around some of the programs.
 - EAB (Education Advisory Board) resources help us understand where we should go next.
 - 2-year partnership growth
 - Upcoming transfer partnerships
 - Harnessing the flex-sync technology and bringing some programs to North Hennepin Community College.
 - Mechanical engineering
 - Also looking at Civil Engineering
 - Core classes for both programs are nearly identical, different by only a few electives

- Recreation, Parks and Leisure
 - University of Minnesota no longer has this program.
 - We are now the only accredited program in the state.
 - Partnering with North Hennepin to get the first 2 years of an associate degree done.
- Goal is to launch these by Fall of 2022
- Talking with Communications departments to see what is possible.
- MAP program (Maverick Advance Plan)
 - Created a formal transfer partnership between South Central College and the 100% Online RN Completion program.
 - Allows us to get in to South Central College and start to advise some of the students before they even start their nursing courses.
 - Nursing program is incredibly transfer friendly: Students can earn 30 credits while working and does NOT require students to be on site for anything.
 - Hennepin Community College is also interested in the MAP program and we're hoping to get something signed within the next month.
 - This has also been presented to the Normandale Advising team – they are excited about this.
 - Started conversations with Lac Courte Oreilles Ojibwe College in Wisconsin.
 - College currently have no articulation partners.
 - Most of their nursing students are Twin Cities students that cannot find nursing seats.
- Landing page for Minnesota State Mankato ONLINE
 - Working on making updates to the new landing page.
 - Main Focus is to engage prospective students to take some kind of action – acquire information or apply to our programs.
 - Web page conveys action oriented messaging and other important messaging that adult learners typically relate to.
 - Marketing campaigns will point prospective online students to this page.
- CPLAN/Credit for Prior Learning
 - [Link to credit for prior learning new policy](#)
 - Policy has been revised and made a lot of progress
 - Encourage everyone to read through it
- Transfer
 - Jeff is working alongside with student success, registration and academic records and others to continue to enhance and improve our transfer processes.
- Upcoming Discussion Topics

- Space at 7700 France – next meeting
- Next meeting
 - Tuesday, October 18, 2021 – 1:00-2:00pm (Zoom)

NOTE: This meeting will be recorded for the purpose of notetaking accuracy since connections can be lost.

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Time commitment: The time commitment for FA representatives is 1 hour per month to attend the sub-meet meeting. The meeting is located in a room with online access to facilitate members from satellite sites. This year it has been scheduled on Wednesdays at 1pm but times may vary depending on the participants' schedules. Time commitment may be extended if sub-groups are formed.