Extended Learning Sub Meet & Confer
Notes
September 8, 2010
2:00-3:10 pm
CSU 203

Present: Bob Hoffman (EL), Bill Wagner (SBS), Becky Copper (EL), Danae Quirk Dorr (SET), Linda Jacoby (EL), Jessica Schomberg (Lib/Unaff), Marcius Brock (Registrar), Roland Nord (A&H), Mark Johnson (ITS), Brenda Flannery (COB), Joan Roca (Lib), Walter Zakahi (A&H), Deb Jesseman (COE)

I.   Call to order

II.   Welcome & Introductions

III.   Consideration of change in agenda
Roland: FA wants clarification on part of the non-academic budget request for Extended Learning. Bob: We're looking into expanding into the east side of the Metro area.

IV.   Consideration of the Charge for sub-meet

        a. What are we supposed to do?
Brenda: Does it matter that structural things have changed since the charge was written 5 years ago? EL no longer has a dean. Bill/Bob: It's a vacant position, but is expected to be filled at some point. Bob: The Director of Business Development position has been eliminated. Henry Morris' position has been changed; therefore, the reduction in staffing costs will be approximately $100,000. To fill the dean position, EL would have to eliminate or reduce another position. It is expected that a decision will be made by the end of the year.

V.   Updates & Information

        a. Package courses – Becky Copper
                1. Where are we now and next steps in resolving any issues
Elibigility
Becky: Package courses reflect a rate of pay ($65/credit for each student) and can only be used for online courses. EL is the only body authorized to approve package course payments. The question is, should EL be the only unit that can pay at the package course rates? Roland: Rumor has it that only programs that are 100% online are eligible. Becky: This is true. Roland: This inhibits the ability of on-campus and mixed programs to build their online programs. Why are those programs being excluded? Becky: The purpose is to target 100% online students. Colleges can fund those courses in-load, overload, or adjunct, but cannot fund them using package course payments. Deb: Who approved this decision? [Becky will look through her files to see where this was approved.]

Mark: Does this group want the power to approve these decisions? Roland: This might be a contractual issue as well as a practical issue of building online programs.

Tracking Students and Costs
Danae: What about building an off-campus audience for a course that was not part of an online program? Becky: It's about tracking. This is a question that we should continue to ask as we move forward. Walter: Colleges don't recoup costs directly, so can't pay faculty on a per-credit basis. Brenda: Is this MnSCU policy? Bob: This seems to be a contractual issue. Don Larsson said it will be discussed at the state level. Becky: This is an issue at every institution; they're all looking at their funding models. Walter: In St. Cloud, the dollars follow the course, not the department? Becky: Yes.

Policies and Procedures
Mark: How can we get more online courses? If we can resolve this issue, we might be able to resolve some of our problems. Roland: There is concern that package courses be offered appropriately, but it would be unfortunate to lose the opportunity to develop new courses by following this model. Bill: Should we get a work group together to develop a mutually agreed on policy. This can have a big financial impact on faculty, especially since package courses are not included in counting overload. Becky: Maybe we should look at this question again. We may be able to reach our on-campus online learners through these courses, so long as they're targeting a new audience. Roland: We're really concerned about reaching new audiences. We don't have an easy way of determining who is/is not an online student. Deb: Some faculty don't have the option to use overload to pursue these new courses. This might be a good way to encourage faculty to experiment with new courses that might eventually lead to new programs. Danae: Maybe we need a new policy to clarify expectations. Bill: Yes, I think we should do this. Roland: Mostly what we want is a clarification of what the policy is. Becky: What would be the best way to distribute that? Danae: Maybe on the EL website. Bill: But Roland, wouldn't you like the policy to be changed to include the things that you're looking for? Mark: Maybe it's a matter of procedures rather than policy? Becky: It sounds like we need to clarify the language.

Class Sizes
Deb: There was also a concern about limiting numbers? Becky: We don't have the authority to limit class sizes, but we may deny funding depending on how much it will cost EL.

Policies and Procedures
Bill: We need to take a look at a written version of the policy and evaluate it in terms of procedures. Once that gets set out, then we can discuss it. Mark: And if we need to form a group, we can. Linda: Can we also consider the criteria by which we determine when not to fund a course? Bill: Yes, that's true.

Tracking Students and Costs
Brenda: Do you think the tracking systems might be able to eventually determine who is a 100% online student? Becky: I hope by the end of this year we might have a system in place. Bob: MnSCU is counting on us to make this happen. Mark: From a systems perspective, what are we missing? Is it because of ISRS? Marcius: Yes. We need to create major codes that will reflect 100% online student, but this needs to be discussed by faculty. Brenda: What about new students who aren't in a major yet who are taking online classes? Marcius: We can't effectively track that. Bill: We'll need to work on that, too. Becky: We need to identify a way for faculty to identify who their online students are. Brenda: That approach doesn't necessarily allow us to be entrepreneurial. Package courses can help us build new online programs. That's a different need. Becky: One of the problems with having online courses as a test is that adult learners are unlikely to take courses that aren't part of the program.

Banded Tuition
Mark: What about banded tuition in online programs? Bob: A question for this year is, do we get rid of banded tuition for online programs?

Revenue Allocations
Bob: When the revenue comes to the university, where does it go? We don't see the revenue coming in, but we still have to manage the costs. EL gets an allocation just like every other college. Mark: Private colleges have a lot more flexibility. Bob: The landscape is changing for the privates as well.

Outcome
Becky will put together a written policy and procedures. Roland will help as needed.

  b. Current situation with activity fees 100% Online Learners – Becky Copper
   1. Where are we now and next steps in resolving any issues
Bill: We're still collecting activity fees from 100% online learners. We need to resolve this for them, but we don't have a clear way of identifying who these students are. Roland: It's not a problem for most of our learners. We need to plan ahead to develop specific services for these students. Bob: This is a university-wide issue. Deb: They already get great library services.
  c. Flow-chart business processed to pin-point problems – Bill Wagner
   1. Do we need a work group?
Bill: Flow chart to talk about what happens in EL, with online learners, so we can look at where the problems are and attack them one at a time. Anybody that wants to help is more than welcome.

  d. The launch of Lumens Pro. It's a demonstration, but EL is piloting the implementation of this resource. For non-credit registration, limited to continuing education.

Bill: These [below] are other issues that we are going to face this semester. We have 3 minutes left to discuss them.

Bob: 7700 France has just under 1000 unique students right now.

VI.   Discussion items

   a. Consider issues we wish to focus on this semester
      1. Noel Levitz Online Student Survey
         a) Consider data and what the data tells us
      2. Discussion and recommendations concerning the use of online differential tuition resources in colleges
      3. Non-traditional student transfer, articulation agreements, possibility for granting credit for learning outside the classroom
      4. On-line Training Center
         a) Training modules to fulfill training requirements in various fields: Nursing Homes, Department of Corrections (DOC), Law Enforcement, Teachers, etc.
      5. 7700 France Ave
         a) Assessment, direction and possibilities
      6. Continued emphasis on building on-line programs and offerings
      7. Technical support for Online
         a) What we have, what we need, how do we learn it?

Linda: Is it training that's needed or are their other models, or best practices, of supporting faculty?
      8. Additional items

Brenda: Distributed article from the *Chronicle*.
Young, J. (2010). Reaching the Last Technology Holdouts at the Front of the Classroom. *Chronicle of Higher Education*, *56*(41), A9-A10. Retrieved from Academic Search Premier database.
http://search.ebscohost.com/login.aspx?direct=true&db=aph&AN=52814519&site=ehost-live

Meeting adjourned at 3:10 p.m.

Respectfully submitted,
Jessica Schomberg