#### **Frost School Council Minutes**

February 8, 2011 HUB 123 3:30-5:00 DRAFT

Present: Christian Roberson (Chair), Nancy Betchart, Trent Boggess, Terri Dautcher, Mardie Burckes-Miller, John Donovan, Mary Ann McGarry, Ellen Murphy, Eun-Ho Yeo, David Zehr.

Unable to attend: Gail Carr, Anastasia Deflumeri (student), Daniel Moore, Melissa Furbish (student), Shawn Hackshaw, Francis Williams, Mark Okrant

Scribe: Nancy Betchart

## Acceptance of December 2010 minutes.

### **Discussion: New Regulations for Distance Education offered across States**

Ellen lead discussion of new regulations re conducting distance education across states. SLOAN and WCET is looking into getting more information regarding this issue. Will look at mostly those states close to us. Some states are strict and ask that institutions apply through their State Board of Education for approval to offer distance learning to students who live in that state.

Recommendation is that each institution should appoint one person on campus to follow this and get the applications done etc. PSU has not appointed anyone as yet. Nancy recommends that we nominate Ellen.

10 states mostly southern with a few Midwestern (e.g., MN, WI, Indiana.) Institutional capability review – most of the requirements would be addressed by our Policies and Procedures document.

Other states specify a "physical presence" in which we send recruiters.

Various levels of state that require compliance – 4 levels.

July 1st is when this law goes into effect and there does not appear to be any room for debate.

The credit hour issues allows for extended time.

Nancy recommended that FSC take the issue to Provost Bernier to make a decision about who should follow this and make the applications to the various states. Trent recommended that CoGS also take this to Julie in cooperation with the FSC. Nancy will speak to George on this.

#### Discussion: Need for a Sustainable Model for LTOE to support Distance Learning

Ellen Murphy began the discussion by explaining what some of the infrastructure needs are to deliver distance education courses and programs that accommodate the increasing demand. She identified that we need to ensure

- Adequate band width
- Adequate server capacity

- A video repository
- Supporting and maintaining teaching technologies need to be a number one
  priority or students can't learn and faculty can't teach. Higher priority for ITS to
  support teaching and learning technologies such as the Learning Management
  System, Mahara Eportfolio (this is important for students in face to face as well as
  online classes), Big Blue Button, etc.
- Better coordination and communication between ITS staff, LTOE, faculty and students when they plan to do upgrades etc., so that teaching and learning are not disrupted.
- o 24-hour tech support
- More staff to help train faculty to teach online and incorporate technology in their classrooms (real or virtual) (Justin is out straight with classroom support and Terri cannot keep up with faculty training and reviews)
- o A budget for LTOE so that we can become members of relevant national organizations such as the Sloan Consortium or Quality Matters.
- We need a chance in perspective in order to roll out big distance learning programs.
- Needs to be a part of the strategic plan with a corresponding budget.
- Example of need for better planning. We are getting 20+ new SmartBoards through a grant, but who is going to train the faculty to use them?

Terri Dautcher reviewed the strategic plan and agreed that online or distance education is not explicitly mentioned in the strategic plan nor is specific support for integrating learning technologies such as Mahara. Trent pointed out that this is bigger than Frost School and we need to engage others, e.g., CoGS, the new academic deans, and the provost in this discussion to review and refine the strategic plan with regard to distance education and the integration of academic technology.

# Discussion: How to get more faculty trained to teach online and to incorporate teaching/learning technologies in the classroom.

Faculty have not taken advantage of many of the training sessions. Need to incentivize faculty to participate.

Currently we ask for research and effective teaching as well as service to support applications for tenure and promotion. Should we recommend that incorporating technology be included in the tenure and promotion process? At least rewards and recognition for innovation in the use of technology and excellent online learning could be included. It was agreed that faculty representatives on FSC could discuss this with other faculty.

## Brief discussion of Creating a 100% Online Undergraduate Degree.

We mentioned that we are close to offering the B.S. in Business Administration 100% online and that if we build the program across all four terms, it will soon be feasible. Ellen pointed out the shortage of staff to help faculty with the development of new courses. Trent pointed out that we need a financial model that will "show them the money".

#### Recommendations

- 1. Talk to the provost about the strategic plan making teaching and learning more specific and explicit. What is the vision for educational technology? Is it included in all departments? Vision may come out of this group. Maryann proposed a retreat for articulating a vision. Explore a date via email? Friday afternoon in March?
- 2. Funding source for LTOE to include staff, memberships to organizations, new technology, conferences, etc.
- 3. Approach P & T committee about including recognition of incorporating instructional technology
- 4. Hold a retreat for FSC and other faculty/administrators to work on the vision for distance education at PSU. We agreed to communicate re dates via email.

Due to a shortage of time, we deferred discussion of getting faculty to do online certification to teach online and Use of non-PSU email addresses.

Next meeting. March 8, 3:30, HUB 123

Meeting adjourned at 5:10.