

ETC Meeting 01DEC11

Attendance: David Jarrell, Angela Horne, Wayne Johnson, Wendy Marshall, Linda Wright, Jared Schlieper

New Business:

John Kraft updated the committee on the Distance Learning Task Force and the role ETC will take with it.

- Current Goal of Distance Learning Task Force(DLTF) is to understand administratively what is expected with online courses
- Faculty will be included later through the curriculum committee, ETC, and others.
- eTuition: higher rate with less fees for online courses. Extra revenue routed back to online learning with the goal of being self-supporting. Provost in charge of money.
- compensation for faculty is recommended by DLTF to be \$2500-3000 for course development or equipment or a combination of both
- Format of courses is not predetermined but is constrained by the LMS. Level of engagement must be assessed. Director of Online learning determines what makes an online course.
- An instructional designer will be hired within the online learning dept.
- Other issues included marketing(different than traditional courses) and student services specific to online students. These items will need to be met.
- Courses will still be faculty determined
 - course materials will belong to the university per faculty contract but faculty can modify material to use elsewhere. intellectual property committee
- determining which students are allowed to take online courses is in progress. deciding GPA, background, etc, with an online readiness exam as a possibility
- DLTF distributed a list of faculty and student support recommendations with three main areas
 - faculty support for electronic classroom
 - training
 - class management
 - faculty and staff to provide service and advisement to online students
 - access to appropriate hardware, software, and ITS support
- demographics of program: nontraditional student including military.
 - goal to get Armstrong recognized as a military friendly institution
 - deciding on which program to develop will determine target population
- Online course approval moved to ETC committee or at least in the domain of the Faculty Senate. Criteria will need to be developed with input from the director of Online learning.
 - bylaw changes will be needed, possibly add more members to ETC due to workload increase
 - perhaps online courses should be reevaluated every 3 years with some scholarly credit given; make this a template for all courses.

ETC will initiate the conversation regarding online course approvals with Dr. Betts and the move forward to the bylaw changes.

minutes for Nov 3 were approved

Smart Cart updates, as discussed previously, are being moved to the non-proposal format with a next to be updated list generated from R25 based on classroom usage.

ETC member needed to serve on Gamble Hall Renovation project to ensure smart carts are moved and used in other classrooms during the renovation. Jared agreed to do this.

CIO Search update: candidates coming to campus in January.

Other new business moved to next meetings agenda.