

Online Education Committee
December 2, 2016 ~ 11:00-12:00
109 Gilkey Hall
Agenda

Promotion & Tenure Meeting recap (7 minutes):

- They are in beginning phases of discussing online education. Will support us in whatever way we suggest. Don't want to overlap with us.
- I recommended QM course certification be considered in Promotion & Tenure (P&T). University P&T Committee members should know what goes into QM course certification, we recommend that experienced online educators be part of P&T committees when an online instructor is up for review. No one on their committee knew much about QM and some resisted the idea saying it seemed a little "over the top."
- Discussed the upcoming survey from the Online Education Committee (OEC).
- Course design is considered part of "teaching" and no more value is attached to it than teaching an on-campus course, according to the committee.
- As far as committee knows, online teaching is considered equal to on-campus teaching in terms of P&T (this is the policy, but attitudes toward online education may come into play, regardless of policy).
- They don't know that the recommendations from 2007 ever got "officially" added to the P&T guidelines; they could not find them anywhere in the guidelines.
- They found the language with #5 of policy to be problematic.
- The issue of course evaluations not addressing the online environment was discussed.
 - Apparently the P&T Committee only looks at two questions from SET: (1) Rate overall course quality and (2) Rate instructor overall (other questions are for instructor feedback only, but could be worked into the dossier in the narrative provided by the instructor).
 - Could the OEC create a document that recommends some questions instructors can add to the SET's?
- Theo Dreher recommended we contact Ginny Lesser from Statistics to help with the survey.
- They supported the idea of creating a template for online peer reviews and encouraged us to make sure the template goes out to departments, is easy to find and use and actually gets put to use.

Code of Conduct Updates (1 minute): timeline

Survey (40 minutes): Working meeting today!

Pending Activities and Next Steps (7 minutes):

- **Scheduling:** Raven will send a Doodle poll for the January meeting soon.
- **Survey:** Anything not finished at today's meeting will be finished via the shared Google document. Draft will be turned in to Faculty Senate by the end of December. (Projected distribution in winter term after Faculty Senate approval, edits, feedback). Ask Vickie about funding for someone in statistics to help with survey. (email sent to Vickie 11/11)
- **January Meeting:** We had previously planned on a working meeting to draft recommendations for Student Code of Conduct. **Do we want to postpone this until later in the year given that any edits we suggest won't be considered until closer to summer? We could work on drafting the online course review recommendation document (see below).**
- **OEC Policy Revisions:** Change wording of "distance education" and exclusion of hybrid education in "Scope of Committee" policy.
- **Questions of Promotion & Tenure:** seek answers as to how online course teaching and, especially, online course development is considered and evaluated for P&T (still need clarification on this!)
- **Online Course Reviews Recommendations:** Draft a how-to document with recommendations and examples of how to carry out online course reviews; piggy back off Shannon's document and Raven's presentation from Forum. (Keep promotion and

tenure requirements in mind and thinking about how this review can be documented; be productive; be meaningful, etc.) **For working meeting in January?**

- **Intellectual Property:** Host someone from the Office of General Counsel at one of our meetings to discuss intellectual property. **February meeting? Invite Brian Tilt and others that are interested?**
- **Standing Rules Changes:** Remove Budgets & Fiscal Planning Committee and Curriculum Council ex-officio members from Standing Rules (?); Add ex-officio member from Center for Teaching and Learning (?) **Waiting to hear what Vickie heard from the Chairs of Budget and Curriculum committees. Have not looked into adding member from Center for Teaching and Learning.**