January 21, 2015 Minutes

**Members Present:** Roger Runquist, Lloyd Kilmer, Hoyet Hemphill, Jennifer Tibbits, In Lee, Julie O’Brien, William Polley, Rhonda Kline, Kimberly Dodson, Leaunda Hemphill, Teresa Koltzenberg

**Members Absent:** Richard Carter, Padmaja Pillutla, Anne Gregory, Sidney Colbert, Kristine Kelly, Holly Nickels, Emeric Solymossy, Kristi Mindrup, Angela Bonifas, Lea Monahan, Christine Anderson, Jill Meyers

- The minutes from December 10, 2014 were approved.
- Update on Action Items:
  - Discussion of general studies and campus data points [Assigned to Rhonda Kline]
    - Being that graduation rates are tracked as far out as six years, the most complete data can be obtained for 2007, 2008, and 2009 cohorts. Information on the General Studies full-time freshman only and full-time transfers only was presented.
    - The 2007 breakdown of students completing online courses by campus was also presented.
  - Discussion of survey questions/UPI discussion [Subcommittee]
    - Several questions were brought to light during the discussion. We want to make sure the survey questions address the research questions. We also need to think of the clusters and sub-clusters for questions as well.
    - Some of the demographic questions should include:
      - I prefer to take courses (Face-to-Face, Online, No Preference)
      - Graduate or undergraduate
      - Gender
      - Age range
      - Approximately how many classes were completed online
      - What influenced them to take an online class (Schedule, Advisor, Self-Motivated, etc.)
      - Major
- Timeframe of graduation
- Technical abilities
- University support
- Approximate timeframe the online classes were taken
  ○ Further discussion of Literature Review (Previously Distributed)
  - It was mentioned that the conclusion cited factors that should be relevant to the survey, especially technological issues, feelings of isolation and disconnectness, lack of self confidence on the part of the student to complete the course, poor or inefficient technology skills, money, time, lack of student readiness, or misaligned expectations for the course (from the conclusion section of the literature review).

Action Items for next meeting:
- Complete focus will be reviewing our research questions and formulating questions to help best address them.

Upcoming Meeting Dates:
We will be meeting this Spring at 1:00
February 11 - Macomb (Mary Lou Kent Room), QC Riverfront 205 (via CODEC)
March 11 - Macomb (Mary Lou Kent Room), QC Riverfront 205 (via CODEC)
April 8 - Macomb (Mary Lou Kent Room), QC Riverfront 205 (via CODEC)