November 12, 2014 Minutes

Members Present: Roger Runquist, Rhonda Kline, Lloyd Kilmer, Emeric Solymossy, Kristi Mindrup, Kimberly Dodson, Christine Anderson, Hoyet Hemphill, Leaunda Hemphill, Jill Meyers, Angela Bonifas, Lea Monahan, Teresa Koltzenberg, Jennifer Tibbits, In Lee

Members Absent: Richard Carter, Julie O’Brien, Padmaja Pillutla, Anne Gregory, Sidney Colbert, Kristine Kelly, William Polley, Holly Nickels

The minutes from October 8th, 2014 were approved.

Hoyet Hemphill shared his literature review (previously sent to the group). While more discussion will take place at the Dec. 10 meeting, it was mentioned:

1. Students that have completed an online class successfully are more likely to take and complete future classes in this modality.
2. Students that take a basic introductory course to the LMS are more likely to be successful in online classes than those that don’t.

It seemed that the University should be looking at creating an introduction to Western Online course with the input of faculty teaching online. Then it was suggested to make this is mandatory course for all students taking online courses. Questions arose about who should develop the course and who would be responsible for maintaining it.

Hoyet Hemphill mentioned he would share a letter with the group which is sent to students at the beginning of the semester which puts forth expectations for students.

The online survey information from Univ. of Massachusetts was shared by Kim Dodson. The survey asks questions in the following areas:

- Program specific questions
- Content
- Software/LMS
- Institutional Support
- Online course evaluation

It was decided that a subcommittee be formed to begin looking at questions for our own survey. While the intent currently is to ask our students currently enrolled, we may be
looking at other groups as well. The subcommittee memberships was: Christine Anderson, Kim Dodson, Lea Monahan. Also, questions will be written very generically to hopefully avoid having students identify faculty as this is not an evaluation of their teaching and should in no way end up in an individual’s personnel file. Roger Runquist would follow up with UPI leadership to make sure this was acceptable. Hoyet Hemphill will provide some GA support for additional questions that arise.

Action Items for Next Meeting:
- Discussion of general studies and campus data points [Assigned to Rhonda Kline]
- Discussion of new student letter [Hoyet Hemphill]
- Discussion of survey questions/UPI discussion [Subcommittee]
- Further discussion of Literature Review

Upcoming Meeting Dates
- Dec. 10 1:00-2:00 Malpass Mary Lou Kent Room. Polycom to QC Complex 2203