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EDUCATIONAL POLICIES COMMITTEE
MINUTES
Tuesday April 5, 2011; in Founders' Hellstedt room

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<u>Members in attendance</u>: Louie Bertenshaw, Patrick Crawford, Liesl Fowler, Bob Haak, Allison Haskill, Rick Jaeschke, Karalyn Jevaney, Douglas Parvin, Michael Wolf, Benjamin Zimmerman, Craig VanSandt, Paul Weissburg
<u>Others Present</u>: Gail Parsons

The meeting was called to order at 4:35 p.m. by Committee Chair Mike Wolf.
I. Minutes: Approval of minutes from March 29, 2011 meeting
  Motion to approve: Craig VanSandt   **seconded: Benjamin Zimmerman**
  All Approved

II. Old Business:
November 30, 2010
 E.   Additional Discussion: at candidate presentation of Dean, a question was presented to the Dean Candidate regarding blended learning courses as it applies to current Augustana faculty teaching Augustana students. Concern with moving forward on this topic.
- Define blended learning, distance learning, on-line learning
- Development of on-line course in process?
- Is there recommendation to move forward from the Board
- Is faculty committee aware of this move
- Is there intention to make these courses available to non Augustana students
- Is this being considered for summer courses (only)
- Will this be considered for current courses or new courses
- Concern with contact hours and faculty load / suggest required contact hours and definition of contact hours
- Concern with certification of student identity issues and security
- Will all courses be required to come through governance
- Can an existing course change to a distance learning course without governance approval?
- Are courses being currently taught at Augustana that would meet criteria of blended, on-line or distance learning courses
- What are we delivering as an institution
- Financial issues

Action:
- **Recommend EPC has voice in conversation about definition and creation of blended, distance, on-line courses**
- **Survey faculty**
- **Request EPC members submit questions to Mark Vincent to prepare survey**
- **Survey results of peer institutions offering on-line, blended, distance courses**
- **Seek information regarding issues of current on-line, blended or distance learning courses at other institutions**
- **Request faculty that have been involved in distance, on-line or blended courses to submit input**

April 5, 2011
  Continue discussion of on-line courses
  (see earlier meeting notes above)

Discussion:

- Must define term of on-line courses and proposed policy
- What title to be used for on-line courses (ex: blended, distance, self-propelled, etc.)
- Requirements established for on-line courses
- Synchronized time offered for contact
- How do on-line courses effect image and character of Augustana
- Will this change the perception of Augustana
- What has research shown of "Best Practices"
- What are student reviews of on-line courses
- What are Peers and Aspirants promoting for on-line courses
- Concern with definition of contact time (personal, webcam, internet, etc)
- Will ITS be capable of committing to on-line courses
- What is the financial needs for on-line courses
- Will other institutions be team teaching with Augustana on-line
- Possibilities of integrating courses with other institutions
- Is "time" of the utmost to approve or not approve on-line courses
- What are the reasons for on-line courses
- It was noted many on-line courses are large lecture oriented courses

Concerns:

- Student professor interaction
- How is the quality of student learning measured
- Are current Augustana courses approved for on-line without going through governance
- The value of face to face interaction in the classroom
- Student accessibility with professor and college resources
- Email backlog for student not on campus to contact professor with questions
- Would like policy implemented before offering on-line courses

Actions:

- EPC committee has requested Chair to invite Jon Clauss for open discussion of recommendations and research concerning on-line courses
- Request Chair discuss on-line courses with Academic Dean
- When policy regarding on-online courses has been developed through EPC, move to Senate for approval
- Request current courses being considered for on-line development be approved with consideration for methodology, student contact defined and content of course changes and moved through normal governance for approval

December 14, 2010

Further Discussion to be noted on future Agenda:

- What is the actual charge of the EPC Committee
- Are the EPC guidelines being met
- Constitutional responsibility of faculty to be in charge of curriculum
- Proactive behavior /not reactive
- Certificate Programs
- Concern with new instructor course syllabus development

Discussion: Recommendation to meet with new Academic Dean to discuss and clarify EPC function.
Recommendation: Katie Hanson, Charles Hyser and Liesl Fowler will meet to construct a proposed course approval form and checklist for instructors. Results will be submitted to EPC Committee for discussion and review.

III. New Business

A.   Consent agenda from GenEd
      1. Language LC (Haskill & McDowell): CSD 367 Language Disorders & ENGL 307 Linguistics
      2. G suffix for BUSN 307 Social Issues in Management

Action: EPC will move the courses listed to Senate for approval. No motion required

B.   new course PHIL 324 Philosophy of Law (comes with approved PH from GenEd)
Discussion: A request for "PS" suffix was discussed with the Gen. Ed. committee and a decision to request a "PH" suffix was accepted
Motion to approve PHIL 324 with PH suffix: Karalyn Jevaney   seconded: Louie Bertenshaw
All approved

C.   new course for Rome term: Italian 150

Discussion:
- **This is the second course in a three-course program being proposed**
- **Third course will be submitted at a later date that will be taught by a professor from Harvard**
- **The course numbering will not fall into current Italian approved courses at Augustana**
- **This course will not fulfill language requirement**
- **Concern with three credits within 3 weeks; possible assignments beyond course (during term)?**
- **Noted full-time student must be 8 credits or greater per term under current standards**

Motion to approve: Patrick Crawford   seconded: Rick Jaeschke
All approved

Note from EPC Chair: Jon Hurty will visit EPC Committee at the April 12 meeting to discuss development of a proposed Learning Community with David Crowe and Richard Priggie. Material for review will be supplied for the next EPC meeting. The informal meeting is for discussion of input and suggestion with development of the Learning Community.

(See Old Business: November 30-April 5 – discussion of on-line courses)

Motion to adjourn meeting 5:30 p.m.: Karalyn Jevaney   seconded: Louie Bertenshaw
All Approved