The Continuing Education Advisory Committee met on October 30, 2003. Members present were Tim Burkink, Mary Daake, Roger Davis, Herbert Craig, Wyatt Hoback, and Kerri Skinner. Ex-officio members present were Ken Nikels and Gloria Vavricka. Absent were Barbara Clark and Sheryl Heidenreich.

Roger Davis made a motion to nominate Tim Burkink as Chair; Wyatt Hoback seconded it. Passed unanimously. Ken Nikels suggested that in the future minutes may be taken by the secretary in Continuing Education.

Faculty Senate representative Rick Miller explained the committee’s charge which is to review and make recommendations for Continuing Education.

Tim B. explained that a subcommittee called the Distance Education Assessment Committee had been developing an online evaluation instrument this past summer. It is still a working document and is available on Blackboard. Gloria V. will contact IT Services to have all CE Committee members added to the user list. The online instrument will be discussed at the next meeting.

The non-resident distance tuition was discussed. In early July, UNK adopted the same tuition policy as UNL and UNO where out-of-state students taking an online class pay in-state tuition. Then in mid-July, President Smith approved a policy where each campus may set its own non-resident distance tuition and if that tuition rate is higher than the resident tuition rate, the difference will be returned to the campus. UNK is exploring the possibilities of proposing a higher non-resident tuition rate, but that amount has yet to be determined.

Wyatt Hoback, Chair of the Instructional Designer Search Committee, provided an update on the search process. There are three viable candidates and they will be on campus to interview within the next couple of weeks. Hopefully, a person will be hired by late November.

The Distance Fee was explained by Ken N. and Gloria V. There is a $20 per credit hour distance fee for all off-campus courses. Central Administration implemented the fee this past summer for all four campuses.

Intellectual Property is another issue that the committee may be looking into this coming year, along with how distance education applies toward scholarship. Tim B. suggested that another agenda item for the year is to review faculty work on distance education vis-à-vis faculty workload and promotion/tenure.

Ken N. explained the new structure of Continuing Education with the Division now reporting to him. Gloria Vavricka is the Director of Off-Campus and John Horvath is the Director of the Center for Distance Education. Linda Johnson is now Director of Graduate Admissions and Programs and will be working closely with Gloria V. in the development and delivery of off-campus programs.

Future meetings will be held on the second Mondays at 3:30 p.m. in the Communications Center. The next meeting will be November 10 at 3:30 p.m.