Continuing Education Faculty Senate Advisory Committee
January 28, 2005

Present: Wyatt Hoback, Tim Burkink, Kerri Skinner, Elizabeth Kronfield, Patricia Cruzeiro, Sheryl Heidenreich, Jeanne Butler, Gloria Vavricka, Steve McGahan

Absent: Mary Daake, Rick Miller, Ken Nikels

Chairman Hoback’s objectives for the meeting: Gloria will briefly touch on the high points of the eLuncheon held January 27. We will continue discussion of the Online Evaluation Instrument and the report that Steve is finalizing for Faculty Senate. Jeanne Butler will be attending future meetings as a resource person to recommend ways to better develop assessment for the online and distance courses. This comes as a result of the North Central visit this past summer. Glen Powell will be attending the February meeting for further enlightenment on assessment.

Steve distributed the Online & Distance Assessment Report for comments and feedback. It was recommended the “instructor comments” section be placed in the report as part of the appendices. Steve will finalize the Executive Summary page and make some minor changes to figures in the report and get it to Rick Miller by Monday, January 31 for Faculty Senate February deadline submissions.

Jeanne Butler was introduced to the committee and will be providing information relative to how other institutions handle assessment for online courses. There was agreement that the process for assessment still remains a function of the department. Jeanne is just recommending alternative options for the department to use. It was suggested that separate undergraduate and graduate courses assessments be created since there are always differing issues with each student population base. Jeanne would like to survey online students and get their feedback. This will help in addressing whether online courses have the same quality and rigor as face-to-face courses.

Gloria handed out packets that were given to faculty attending the eLuncheon on January 27. This is the third eLuncheon for the academic year and part one of a two-part series on Student Support Services with part two to be held on February 2. Dr. Loyd Ganey, Professor, at Western International University will be the guest speaker for the February 2nd eLuncheon. Gloria had Sheryl Heidenreich give a brief explanation of the library services available for the online student with the Electronic Reserve being one of the new available services. Steve McGahan touched on other areas of student support services such as the Writing Center, the bookstore, ITS, and tutorials that have been created on our website under Student Resources – Distance Learning Skills for Blackboard, MS Word and Lotus Notes.

Our next meeting will be Friday, February 25 at 3 p.m. in the Communications Center Room 243.

Respectfully submitted,
Julie Saalfeld