

## Ad-Hoc Committee on Online Issues

### 3/3/2010 Meeting Minutes

Committee members present: Neal Callahan, John Bourhis, Scott Wegner, James Pettijohn, Gary Rader

Others in attendance: Belinda McCarthy, Art Spisak, Margaret Weaver

The Committee met with Dr. McCarthy to discuss the need for further faculty input in developing and communicating online policy. A variety of issues were discussed including communication relating to software changes, communication of policy to deans and department heads, the role of Missouri State Online, and compensation issues. Dr. McCarthy indicated that the \$55 per student compensation for online teaching was established policy and was not being considered for elimination. She also indicated that compensation for development and blended course development was policy.

The Committee recommended forming a university committee that would develop and propose online policy to the Provost. The purpose of the proposed committee as compared to Gary Rader's advisory committee was discussed. It was determined that the proposed committee's mission would be significantly different from that of Gary's committee to justify its establishment.

After discussing the issue thoroughly, Dr. McCarthy agreed that a new university committee reporting to the provost should be formed. The committee's purpose will be to develop and propose online policy to the Provost and to provide communication and mediation between the Provost's Office, the faculty Senate, and other key online interests.

The following general guideline was accepted for appointing committee members:

- Faculty appointed by the Faculty Senate (2-3, Margaret Weaver will appoint)
- Representatives from the Provost's Office (2-3, Provost McCarthy will appoint)
- Representative from Missouri State Online (1, Gary Rader or designate)
- Representative from the Faculty Center for Teaching and Learning (1)
- Representative from computer services (1, Jeff Morrissey or designate)
- Representative knowledgeable in I-Tunes Software, etc. (1, Steve Robinette will appoint)

The committee members present agreed that a great deal of progress had been made. Given the clarification concerning compensation and the approval of the new committee, it was agreed to withdraw Senate Resolutions relating to the \$55 per student pay and the forming of a new committee. The Ad-Hoc Committee on Online Issues agreed to develop a list of key online topics as a starting point for the new committee reporting to the Provost.

Ad-Hoc Committee on Online Issues  
Executive Summary of Preliminary Report  
Presented at the February 2010 Faculty Senate Meeting

I. Introduction

- This committee was appointed in the fall of 2009 by Dr. Margaret Weaver and was given several charges relating to online education at Missouri State.
- Committee Members: Neal Callahan, John Bourhis, Jim Pettijohn, Cynthia Hail, Rose Utley, Scott Wegner, Gary Raider

II. Key Focus Issues

**Issue 1) Control and governance with respect to online issues at the university**

- Initially Continuing Education and the DIPP committee were the main governing bodies for online education.
- The dismantling of these functions resulted in decentralization of governance and procedures causing numerous problems.
  - Problems associated with decentralization:
    - Established policies and procedures under continuing education and the DIPP committee are now uncertain.
    - Lack of consistency across colleges.
    - Duplication of efforts.
    - Loss of shared governance.
    - Lack of clear policy on intellectual property rights.

Guiding Principles:

- Faculty Input is essential to the quality of online programs.
- Having policies and procedures that support rather than hinder growth and development of online teaching is crucial.
- Effective governance is essential to quality and to expanding future online programs.

**Issue 2) Best Practices**

- Best Practices are commonly known and available (Sloan Consortium) and typically involve the following: communication and interaction with students, individual feedback, technical support, faculty training, etc.

Guiding Principles:

- Quality is top priority (online course quality should meet or exceed the expectations of courses offered in the traditional classroom).

### **Issue 3) Evaluation**

- Proper course evaluation is critical in maintaining teaching accountability and quality.

#### **Guiding Principles**

- Evaluation must be done.
- Evaluation should support teaching and learning.
- Evaluation should be fair and uniformly administered.
- Evaluation should be based on best practices.
- Evaluation must be multi-faceted and from multiple sources.

### **Issue 4) Compensation at peer institutions**

- There is no clear consensus on compensation for instruction, development, or retooling.
  - Several peer and non peer institution were contacted.
  - Various approaches were noted including: in-load pay, out-of-load pay, pay for redevelopment or teaching, stipends for development, compensation per student credit hour, etc.

#### **Guiding Principles:**

The committee believes that online courses should be taught by qualified full-time faculty whenever possible; that faculty be compensated appropriately for the additional work that is required to teach effectively online; and that the offering of courses in an online format and their staffing remain a prerogative of departments.