

**Distributed Learning Council (DLC)**  
**College of Outreach and Distance Education, Room 103A**  
**August 17, 2009**

**Minutes**

**Attendees:** Matt Baker, Hansel Burley, Ariel Fernandez, Michael Giesselmann, Karissa Greathouse, Sherry Herzog, Bob Hickerson, Patrick Hughes, John Kobza, Hossein Mansouri, Cynthia Mckenney, Michele Moskos, Amy Murphy, Carla Meyers, Valerie Paton, Rosslyn Smith, Vicki Sutton, Vicki West, Kent Wilkinson

**Guests:** David Faulkner, Robert Stubblefield; Carrye Syma (attending on behalf of Laura Heinz)

**Absent:** Fred Hartmeister (vacation); Debbie Laverie (out-of-town); Jean Scott (out-of-town); Dennis Fehr (out-family illness); Kathy Austin (out-illness); James Hoffman (at Executive MBA program); Isis Leslie; Glenn Hill

Dean Matt Baker welcomed everyone to the DLC meeting, and all the members introduced themselves.

**1. Information Items**

- a. Introduced Patrick Hughes, Assistant Dean for Academic Programs. Dean Baker explained that Patrick is working on various initiatives for College of Outreach and Distance Education.
- b. Introduced Robert Stubblefield, Director, TTU Center at Junction. Dean Baker explained that Robert replaced Grant Hall who retired on July 6<sup>th</sup>.
- c. Additional Staff Changes - Dean Baker reported on staff changes at College of Outreach and Distance Education: (1) Bettye Griggs, Director of Special Projects is retiring August 31<sup>st</sup>; (2) Berhl Robertson, Assistant Dean of K-12 resigned on August 11<sup>th</sup> to take a position with LISD; (3) Morris Brown is now the Interim Director at TTU-El Paso; (4) Dennis Michaelis was hired as Director, Community and College Relations in Waco. He will be directing our Waco efforts as well as working with us as we grow our programs with community colleges.
- d. College Name Change – Dean Baker reported that we have proposed to change the name of College of Outreach and Distance Education to “University College” due in large part to broadened mission of the College as a result of the transfer of the Bachelor of General Studies (BGS) including degree-granting authority to our college. Dean Baker explained that he and the President’s office had received some complaints from on-campus students and parents that they didn’t want to graduate under a college with the name of “distance education” since they don’t see themselves as distance students. The proposed name of “University College” does not suggest a defined set of disciplines and is used at other institutions such as the University of Maryland, Texas State University, University of New Mexico, as well as a number of other universities across the country. Dean Baker explained that their goal is to get on the agenda for the Board of Regents in October 2009. He further explained that another goal is to establish an evening/weekend school at Lubbock.
- e. Revenue Model – Dean Baker distributed a handout that discussed the College of Outreach and Distance Education’s approval effective September 1, 2009 to implement a Responsibility Centered Management Bridge Revenue Model. He explained that this revenue model took a year to get final approval and is critical to stimulating the growth of distributed learning programs. He further explained that an account will be established to allow the College of

Outreach and Distance Education to administer the budget for this program in the “red” until the next cycle of formula funding, based upon accrual accounting. The designated tuition will flow \$40/SCH to colleges from which courses originate, \$15/SCH to the colleges whose students enroll in the courses, and \$15/SCH to College of Outreach and Distance Education for expenses related to administrative services. Additionally, the College of Outreach and Distance Education can flow 25% of the weighted formula generation back to the colleges in which the courses originate. Sherry Herzog is in the process of completing the revenue model calculator and designing a form for faculty member to download. The Great Plains IDEA was also discussed in relation to the revenue model. Dean Baker reiterated that the Great Plains IDEA concept is that universities participating in the Alliance set common tuition and fees with a specified curriculum. Norm Hopper in Agriculture is the “driver” of the program for the AG-IDEA. Dean Baker is considering whether it would be advantageous for CODE to house the campus coordinator role rather than Human Sciences. He is in the process of trying to figure out how we are going to provide this kind of support and where the revenue would come from since out of state student enrollments are not formula eligible. Dean Baker requested Cynthia McKinney and John Kobza to present projected enrollments in the AG-IDEA and Engineering Alliance with estimated revenue returns.

- f. Wind Energy Update: Dean Baker reported that the Provost approved that the College of Outreach and Distance Education provide support to undergraduate and graduate degree and certificate programs in wind energy. Space has been allocated for four (4) faculty instructors to be housed at the College of Outreach and Distance Education. In addition, the College of Outreach and Distance Education is picking up part of the salaries of Andy Swift and Jamie Chapman. The Texas Workforce Commission granted \$1M on September 1, 2008 to develop curriculum for on-and off-campus undergraduate students and we anticipate receiving a \$1M extension in FY10 to complete the course development process.
- g. Marketing Update – Michele Moskos reported that she has met with several colleges the past few weeks over various ongoing issues.
- h. Off-campus Sites Report (Hickerson) – Bob reported they are starting to recover from busy summer and closing out Banner issues. They are also excited about their new ITV equipment. All sites will have new upgraded conferencing systems including a video conference system roundtable to be used for classroom research and administration conferences. Finalizing contract with the Dallas County community colleges for 2+2; posted full time advisor position for Waco.
- i. IT Update (Austin) – Kathy Austin will provide updates to the group at the next DLC meeting.
- j. Amendatory Language for Proposed HEA Regulations: Rosslyn Smith distributed a handout that had highlighted sections on information dealing with distance education. Dean Baker mentioned these new regulations will impact certain models of distance education that enroll thousands of students without a faculty member.

## **2. Action Items**

- a. Approval of Minutes for July 20, 2009: The minutes were proposed to be accepted as revised. Cynthia McKinney moved and Hossein Mansouri seconded the motion which carried unanimously.

### 3. Other

- a. David Faulkner (guest) – David discussed the 3D Virtual Environment tool and server being purchased from Second Life. Sam Segran is reviewing the contract and it should be purchased by the end of the month. English, art, and certain science courses (physics, chemistry, etc.) will initially be part of the environment. We will also have an “on-line” voice and have virtual sharing of white boards. Dean Baker will be discussing this new environment with Debbie Laverie at the TLTC. Glenn Hill will work with David to roll out this project to the university.
- b. Carla Meyers reported she is working on the final draft response to two recommendations from SACS. TTUHSC received approval to have their Polycom and video equipment upgraded.
- c. Amy Murphy reported she had a memo from the President’s Office regarding recruitment events. Dean Baker asked Deborah Matassa to send this memo to all the members of the DLC.
- d. Cynthia Mckenney reported she has been talking with students who are looking for more scholarships. She would like the DLC to think about how we could have different types of scholarships for distance students.
- e. Michele Moskos reported she is working on annual highlights of all degree programs for the College of Outreach and Distance Education. She asked the DLC if they had any comments, awards, etc. that could be included in the highlights to contact her before September 1<sup>st</sup>.
- f. Dean Baker reported that Sam Segran invested \$150,000 for Sonic Foundry. He also would like to have a representative from Angelo State as an ex-officio member for the DLC. He will initiate this request through Provost Limbaugh at Angelo State.

### 4. Adjournment – The meeting adjourned at 1:00pm. The next meeting of the DLC is September 21, 2009.