



TEXAS TECH UNIVERSITY

eLearning™

## MINUTES

Distributed Learning Council (DLC)

Friday, July 20, 2012

**Members Present:** Hansel Burley; James Bush; Sarah Foley; Karissa Greathouse; Patrick Hughes; John Kobza; Julie Martenson; Pat McConnel; Jean Scott; Kate St. Clair; Kimberly Vardeman

**Members Excused:** Kathy Austin; Don Collier; Cliff Fedler; Mary Fehr; Robert Gonzales; Donna Hamilton; Glenn Hill; James Hoffman; Melinda Mitchell-Jones; Carla Myers; Amy Murphy; Sam Oswald, Valerie Paton; Nicci Price; Robert Stubblefield; Vickie Sutton; Marcus Tanner; Susan Tomlinson; Vicki West; Kent Wilkinson

**Guests Present:** David Lawver on behalf of Matt Baker; David Roach on behalf of Melanie Hart; Kari Dickson on behalf of Rial Rolfe; Lou Densmore; Caryl Heintz; Suzanne Tapp; Tom Dolan; David Johnson

The meeting was called to order at 12:30 p.m. by Justin Louder. Louder welcomed the DLC members to the meeting and asked them to introduce themselves.

### **Action Items**

1. **Approval of April, 2012 Minutes – Justin Louder (Attachment #1)**  
Minutes approved and motion passed by the group

### **Discussion and Information Items**

2. **Discussion of the proposed Professional Science Master's Degree Program – Caryl Heintz**
  - A Master's of Science degree with a difference, having a plus component of training in business skills for students that are not going into the traditional track of obtaining a Doctoral degree.
  - Program implementation geared for September 2013.
  - Not for students going into an academic area; it is for those wanting to go into the business area. It has been called the MBA for science students.
  - Part of the program will be some traditional Master's level courses but the plus skills teach the students a variety of things they can choose from as in leadership, communication, business ethics or management.
  - Instead of a thesis, a student must take an internship in the type of industry in which they want to work so they will gain experience, making them pre-packaged for a specific work environment.
  - This program would be unique to Texas Tech in that it will be developed as a hybrid program with a major online component as well as some face-to-face instruction.
  - There are 2 tracks available; one is in biological sciences through Arts and Sciences and the other is in Natural Resource Management through CASNR.

- Unlike most Master's programs that are in a single discipline, the multidisciplinary aspect of the program is in the science courses the students must take; they must be from more than one discipline. The proposal includes courses from the graduate programs in Biological Sciences (A&S) and Natural Resources Management (CASNR).

The subject was opened up for discussion by Louder. An executive session was held for a vote on whether to move this program forward. Hansel Burley made the motion to accept the proposal and John Kobza seconded the motion. The DLC committee unanimously moved to accept the proposal.

3. **Update on State Authorization – Tom Dolan**

Dolan started off with some numbers regarding where we are in the authorization process with individual states and shared that he is keeping an updated database that will be added to the SharePoint site. If anyone would like to obtain the spreadsheet or ask specific questions, please feel free to contact him at ([tom.dolan@ttu.edu](mailto:tom.dolan@ttu.edu)). Tom also discussed some examples of what could trigger physical presence. Louder added that he has asked Tom to initially work on the states that we do not have approval in but have the most students in to facilitate prioritization. Dolan opened up the group to discussion and questions.

4. **Update on PGP Certification Process – Justin Louder, David Johnson**

Johnson stated that the PGP (Principles of Good Practice) is set up for the online courses so that they can verify that the instructors are abiding by these Principles of Good Practice. He discussed the progression of the paper forms that required several signatures to a web form. The instructor will log in with their eraid and click one red button for each course that they are teaching. David added that the data will be tracked by the eLearning department; and if everything goes as planned, it will be integrated into Banner this fall allowing the Dean's, chairs (etc.) to run Cognos reports for their college and/or programs. The goal is getting back to 100% compliance; Dolan added that some states are requiring certification of PGP before offering online courses in their state. Louder added that David and Kate St. Clair will continue their work of integrating the process into the Banner system. This will be taken to Academic Council in September to let that group know.

5. **LTAC Update—Justin Louder**

Louder discussed the two (2) new distributed doctorates that were brought to the last LTAC committee meeting. Texas A & M Commerce brought a Doctorate in Education in Curriculum and Instruction forward which was approved by the committee and Texas A & M Kingsville brought a Doctorate in Bilingual Education forward that was tabled by the group due to a misunderstanding about the "hybrid" aspect of the course. They were then asked to return with some clear guidelines on exactly which courses would be online and which ones would be face-to-face. The committee also discussed "Rider 57" which asks what cost would be incurred to move four (4) very popular degree programs from campus based to online. Louder stated that Texas Tech has five (5) programs they are considering, four (4) of which will be submitted; the BA/BS in University Studies; BS in Personal Financial Planning; IMBA Program; Doctorate in Educational Administration; (hypothetical) MS in Wind Energy. Louder added that he is compiling that data and the Provost will decide which four (4) will be submitted to the coordinating board by August 1, 2012. He added that this is in the very early stages and may or may not come to fruition.

**Other**

Kari Dickson from HSC discussed the upcoming West Texas Assessment Conference which has been opened up for registration. The one day conference will bring together higher education professionals across West Texas and the surrounding areas to share ideas and information about accreditation and

assessment as well as a panel discussion on distance education. Please visit the following link for information and registration. <http://www.depts.ttu.edu/opa/wtac/>

There being no further business to come before the DLC, the meeting was adjourned at 1:25 p.m.