

**Minutes - eLearning Council Meeting**  
**Friday, February 20<sup>th</sup>, 2015 | 1:30-3:00 PM**  
**Provost Conference Room**

**Attendees:** Jeff Barrington, Stephanie Borst, Caleb Cox, Robert Cox, Tom Dolan, Gary Elbow, Ryan Gibbs, Kristi Gilmore, Karissa Greathouse, Melanie Hart, David Johnson, Karen Lopez, Justin Louder, Kimberly McCarron, Jean Scott, Lewis Snell, Robert Stubblefield, Suzanne Tapp.

- I. **Call to Order:** Meeting was called to order at 1:32 p.m. by Dr. Justin Louder.
- II. **Approval of Minutes from Previous Meeting:** Dr. Kristi Gilmore makes a motion to approve and Ms. Suzanne Tapp seconds. Minutes from the previous eLearning Council meeting held on 12/12/14 are approved by the committee.
- III. **Program Approval**
  - a. **Approval of Proposed Online Certificate in Institutional Research/Institutional Effectiveness:** Dr. Hansel Burley spoke to the council about the proposed certificate in Institutional Research/Institutional Effectiveness. Dr. Gary Elbow makes a motion to approve and Dr. Scott seconds. The proposal will be voted on in the next Graduate Council meeting.
  - b. **Approval of Proposed Online Certificate in Informal Science Education:** Dr. Margaret Price spoke on the proposed online certificate in Informal Science Education. Ms. Suzanne Tapp made a motion to approve the proposed Online Masters. Dr. Gary Elbow seconded the motion. This proposal has been approved by the Graduate Council and Academic Council and will be sent to the Higher Education Coordinating Board and SACSCOC.
  - c. **Approval of Proposed Certificate in Preservation at TTU at El Paso:** Dr. Louder discusses the certificate with the council which will be taught face-to-face in El Paso. Dr. Robin Lock makes a motion to approve and Ms. Suzanne Tapp seconds. The council unanimously approves the proposal which will now be sent to Academic Council.
  - d. **Approval of Proposed Certificate in Grants and Proposals:** The Council decides to discuss this proposal further in next month's eLearning Council meeting.
  - e. **Approval of Masters in Education in Educational Leadership:** Dr. Kelly Trlica and Dr. Sylvia Mendez-Morse speak with the council on the proposed masters in educational leadership. This program is already approved for hybrid distance delivery but needs approval for fully online delivery. Dr. Gary Elbow makes a motion to approve and Dr. Scott seconds. It is approved by the council and will be routed to Academic Council for further review.
- IV. **Discussion Items**
  - a. **SACSCOC:** Dr. Louder discusses with the council updates on the SACSCOC reaffirmation process. The SACSCOC on-site review will occur in the coming week and the review committee will visit the regional site at Junction, TX.

- b. Online Learning Consortium Scorecard:** Dr. Hart speaks on the Online Learning Consortium scorecard review. Dr. Louder will share the results with the council though they are not public.
  - c. Grant Update:** Dr. Louder updates the council on the progress of the eLearning program and course grants. Initial information sessions have been taken place and all grants were represented. First round grant funding equaling fifty percent of the funds were distributed on approximately February 15<sup>th</sup>, 2015.
- V. State Authorization - Allowed Out-of-State Activities:** Mr. Tom Dolan gives a presentation on state authorization regulations in distance education. He touches on out-of-state activities that may trigger the need for state authorization. Dr. Louder instructs the council to review info on the eLearning website and the *Outside the State of Texas Activity Request Form* for additional information.
- VI. Technology Showcase - WIKI:** Mr. Ian Wilkinson from Information Technology speaks with the group about wikis as a resource for Texas Tech, which is a great collaborative tool for the campus.
- VII. Regional Site Updates:** Ms. Kim McCarron provided an update on TTU's regional site at Fredericksburg and Highland Lakes. She speaks on the OLLIE program kick-off and the wine and spirit education program which will begin in the fall. Lewis Snell updates the council on TTU's regional site at Waco and speaks on fall enrollment, stating their goal of 100 students in the fall. The site is also in the process of hiring a research associate. Ms. Karen Lopez updates the council on TTU's regional site at Junction, TX and speaks about events and visits at the Junction site.
- VIII. Open Discussion:** Dr. Louder announces the partnership between the TLPDC and TTU Worldwide eLearning that will put 16 TTU faculty and staff through the Professional Certificate in Online Education program at the University of Wisconsin.
- IX. Adjourn:** Meeting adjourned at 2:31 p.m.