

TEXAS HIGHER EDUCATION COORDINATING BOARD
LEARNING TECHNOLOGY ADVISORY COMMITTEE MEETING
Academic Quality and Workforce Division
1200 E. Anderson Lane, Austin, Texas 78752

November 3, 2017
10:00 a.m. – 2:30 p.m.

Members present: Michelle Durán-Chair, Justin Louder-Co-chair, Ana Peña, Josh Book, Oneita Burgess, Ken Craver, Jimmy Byrd, Lynda Murphy, Pamela Morgan (via phone), Francisco Garcia, Sherita Love, Stephen Levey, Mark Garcia, Lydia Tena, Alicia Wyatt, Vicki Freeman, George Ashmore (for Wendi Prater)

Members absent: Jacqueline Lee Mok, Dena Coats, Janet Kamps, Marcela V. Ramirez, Kelvin Bentley, Charleen Worsham, Wendi Prater, Jordan Meneghetti,

Staff present: Andrew Lofters, Stacey Silverman, James Goeman, Christina Kelley,

Summary Notes

1. Welcome, introductions, and call to order – Dr. Michelle Durán, Chair

Dr. Durán, Chair of the Learning Technology Advisory Committee, called the meeting to order at 10:01 am. She asked members to introduce themselves.

2. Consideration and approval of summary notes from the September 8, 2017 meeting – Dr. Durán

A motion was made to accept the summary notes from the September 8, 2017 meeting by Oneita Burgess and was seconded by Justin Louder. The motion was approved unanimously.

3. THECB Updates - Dr. Andrew Lofters
 - a. State Authorization Reciprocity Agreements (SARA)

Ms. Jessica Acton (THECB) reported on the number of states (48) that are currently participating in SARA and the states that have passed or pending SARA legislation. She informed the committee that there are 101 institutions in Texas that are currently participating in SARA. Ms. Acton solicited input from the committee on the possible structure of state fees for Texas to participate in SARA; (1) fee based on full-time student equivalents (FTE) or (2) an annual flat fee across all participating institutions. Ms. Acton explained that the FTE based fee is proposed have the following structure: Less than 2,500 FTE-\$500.00; 2,500 – 9,999 FTE - \$600.00; 10,000 FTE and greater - \$700.00. The flat fee rate has not been calculated at the time of the meeting.

The question was raised if the FTE fee would be based on the total FTE of the institution or the online/distance education FTE. Ms. Acton stated that the fee would be based on the institution's total FTE. One committee member recommended that the fee be structured as a flat fee across all institutions.

The question was raised about what would happen to funds raised that would be above the \$50,000.00 required state SREB affiliation fee. An additional question was also raised about what types of institutional funds can be used to pay the THECB for the SARA participation fee. Ms. Acton said she would bring those question back to leadership for consideration.

Another question was raised about the number of institutions that would be included in each of the FTE tier groups. Ms. Acton stated that she had a spreadsheet that displayed the institutions in the different FTE tier groups. Ms. Acton explained that the fee structure would be a staff decision, with the Commissioner giving the final approval. At this point, there is no timeline on when the fee structure decision must be made.

A question was raised on whether a system could pay for each of its institutions' SARA fees or if each individual institution must pay its own fee. Ms. Acton explained that the system could pay for each of its member institutions' fees.

b. Distance Education Portal

Dr. Andrew Lofters gave an update on the implementation of the distance education portal and its associated searchable distance education inventory. He explained that he was working on revising current distance education approval policy to accommodate the distance education portal. He also stated that changes were made to the process of inputting off-campus and doctoral programs to require approval before the programs appear in the searchable public distance education inventory. Changes were also made distance education program input process that now requires the institution to certify that the proposed distance education offerings were approved by their governing board and adhere to the Principles of Good Practice before they are able to add them to their distance education portal. System offices are now able to access each of their member institutions' distance education portal sites.

c. Open Educational Resources Grant Program and Feasibility Study

Dr. Doug Jansen provided and outline to the Committee on the implementation of the SB 810 Open Education Resources legislation (grant program and feasibility study). A question was raised on the negotiated rule making process and when the proposed rules would be approved. Dr. James Goeman and Dr. Justin Louder explained the OER negotiated rule making process and expected timeline for the proposed rules. Patrick Pluscht, former LTAC Chair, has agreed to work with the committee in the administration of the survey.

4. Update on the Distance Education Survey - Dr. Justin Louder

Dr. Louder gave the committee an update on the progress of revising and administering the second annual learning technology survey. The committee reviewed the revisions recommended by the THECB data collection committee for the survey instrument and the current survey questions. Dr. Louder also explained the proposed timeline for administering the survey this academic year. The workgroup would like for the survey to be administered before Thanksgiving for preliminary data to be collected by Christmas of 2018.

5. Workgroup breakout sessions

Dr. Durán directed the committee members to look over the current workgroup assignments and verify that they are listed on the correct workgroup. Dr. Durán asked if there was a document sharing portal where committee members could collaboratively work on documents. Dr. Lofters said

he would look into any document sharing spaces that are used by the Coordinating Board. Dr. Louder said that the survey workgroup would not need to meet today and that those members could meet with another workgroup. The committee dismissed into their respective workgroups and planned to reconvene at 12:00.

6. Lunch

7. Workgroup breakout session reports

Distance Education Definitions Workgroup

Mr. Josh Book stated that the workgroup would like to propose changes to the Texas Administrative Code definitions of fully online and hybrid/ blended courses (Chapter 4, Subchapter P, Rule 4.257). They recommended that the definition of fully online distance education include no face-to-face instruction and the definition of hybrid/blended include face-to-face sessions totaling 51 - 99 percent of instruction. The workgroup recommended that a question be added to the LTAC learning technology survey to gauge institutions' opinions on changing the definition of online instruction. The committee recommended that the question be submitted to institutions as a stand-alone question instead as part of the learning technology survey.

Principles of Good Practice Workgroup

The Principles of Good Practice document is going through its final review process by workgroup members. It is a compression of the various measurements for evaluating distance education quality. The workgroup would need guidance from the THECB on the information distribution process to the field. The THECB Board approval process was explained to the committee by Dr. Lofters. The workgroup would like to send the information to the Higher Education Regional Councils (HERC) for their input.

8. Workgroup updates and consideration of subcommittee proposals

There were no workgroup updates that were presented for a vote by the full LTAC.

9. Discussion of future agenda items and meeting dates – Dr. Durán

Online master's degree programs – ensuring quality of online graduate programs. (Andrew Lofters)
Continue workgroup sessions (Michelle Durán)
SB 810 update-negotiated rule making results, grant program, feasibility study, statewide repository (Stephen Levey)
Update on the current status of TXLOR
Preliminary results from survey data collection
Deadline on EIR 508 compliance-update/follow-up (deadline January 2018)

10. Adjournment

A motion was made by Dr. Justin Louder and seconded by Dr. Stephen Levey to adjourn the meeting. The motion passed unanimously and the meeting was adjourned.