

TEXAS HIGHER EDUCATION COORDINATING BOARD

Summary Notes/Minutes

Learning Technology Advisory Committee Meeting

1200 East Anderson Lane, Board Room

Austin, Texas

March 10, 2016, 10:00 a.m. – 3:00 p.m.

The webcast of this meeting is available at the following link: <http://www.thecb.state.tx.us/apps/Events/>

AGENDA ITEM	ACTION
1. Welcome and Committee Charge	<p>The Committee convened at 10:20 a.m.</p> <p>The following committee members present: Patricia Ábrego, Texas A&M International Univ Michele Betancourt (Co-Chair), Wharton Co Jr College Jimmy Byrd, Blinn College Michelle Durán, Texas A&M Univ – Kingsville (Tele) Kimberly Gibson, Our Lady of the Lake Univ (Tele) Todd Leach, UT Medical Branch – Galveston (Tele) Justin Louder, Texas Tech Univ Jacqueline Lee Mok, UT Health Science – San Antonio Pamela Morgan, Midwestern State Univ (Tele) Sunay Palsole, UT – San Antonio Patrick Pluscht, Univ of North Texas Pamela Quinn (Chair), Dallas CCCD Stephen Riter, UT – El Paso Heather Voran, Amarillo College Jason Woodall, Lamar Institute of Technology</p> <p>The following committee members were absent: Remi Ademola, Texas Southern Univ Oneita Burgess, UT – Permian Basin Perla Canales, Laredo Community College Charles DeSassure, Tarrant County College Roxanne Hill, Vernon College Chantell Hines, Lone Star College System Catherine Howard, Texarkana College Charlene Stubblefield, Prairie View A&M Univ *Christopher Jordan (Student Rep), UT Austin</p> <p>Coordinating Board Staff present: Andrew Lofters, Program Director Jessica Acton, Program Director Stacy Silverman, Deputy Assistant Commissioner Rex Peebles, Assistant Commissioner</p>

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<p>2. Consideration and approval of summary notes/ minutes from the September 16, 2015 and December 4, 2015 meetings.</p>	<p>For September 16, 2015 Notes/Minutes:</p> <ul style="list-style-type: none"> • Correction to item # 8, Justin Louder • Correction to attendance, Justin Louder was present • Motion by, Heather Voran, seconded by Jimmy Byrd, the Committee approved this item. <p>For December 4, 2015 Notes/Minutes:</p> <ul style="list-style-type: none"> • No corrections; accepted as presented. • Motion by, Jacqueline Mok, seconded by Justin Louder, the Committee approved this item.
<p>3. Discussion of Texas Tech University's proposed Distance Education Doctor of Philosophy in Special Education Program – Doctoral Proposal Subcommittee Members/Institutional Representatives</p>	<p>Dr. Quinn introduced study and asked Pam Morgan to give her program analysis. After Ms. Morgan's analysis Dr. Quinn asked TTU to give their overview of the program. Dr. Robin Lock gave the program overview. Question from Pat Ábrego- what training is required by faculty. Ans: campus is currently undergoing an overhaul of the online training for faculty. The new system will be instituted in the fall and is very robust in its evaluation of the online aspects. WorldWide E-Learning is the name of the training. Justin Louder gave additional information on the WorldWide E-Learning training program. Pat Ábrego asked if TTU is requiring quality matters review for the courses. Ans: No. Jacqueline Mok asked if this program will be recruiting from students that have already been through the master's program. Ans: Robin said yes. Pam Quinn asked if the face-to-face students would transfer over to the online program. Ans: No, they believe they will be adding new students. Jimmy Byrd asked if TTU could discuss how the course assessments will be conducted. Ans: The assessments are unique to the focus of the student's studies. They do not have a problem with the proctoring of assessments, as they use Criterion on campus.</p>
<p>4. Consideration of recommendation regarding Texas Tech University's proposed Distance Education Doctor of Philosophy in Special Education Program – Dr. Quinn</p>	<p>Pam Morgan stated that the subcommittee recommends approval of the program by the full LTAC.</p> <p>Motion made by Jaqueline Mok. Motion seconded by Michele Betancourt Motion approved unanimously.</p>
<p>5. Discussion of Texas Tech University's proposed Distance Education Doctor of Philosophy in Family and Consumer Science Education Program – Doctoral Proposal Subcommittee Members/Institutional Representatives</p>	<p>Dr. Quinn asked Pam Morgan to give report on her analysis of the program. Pam gave her analysis of the program. Dr. Quinn the called for comments from TTU. Dr. Karen Alexander from TTU gave an overview of the program. Only program of its kind in the nation that will be offered online. It is a program that is classified as a high shortage area. Dr. Alexander gave an overview of the research, presentation and student financial support opportunities of the program. The students will be</p>

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	<p>required to be on campus for the qualifications exam process. The oral portion can be conducted face-to-face or at a distance. This program will also draw students from their master's degree program.</p> <p>Steve Rider commented that he noticed the three faculty members would have a lot of work running the program; and asked how TTU was going to manage the workload? Ans: They will be hiring adjunct faculty combining courses, and other strategies will be used. TTU feels they have a strong network of supporting adjunct faculty. Dr. Lynn Huffman from TTU also included comments about the support they have for faculty.</p> <p>Michele Betancourt asked if the hybrid design will be used in the program. Ans: Dr. Alexander stated that the students will have the flexibility of participating in the courses in the hybrid or fully online format. Pam Quinn asked if TTU is targeting other areas of the country where the need for this type of program is great. Ans: Dr. Alexander stated that they are already having requests from schools in Arkansas for enrollment in this program. They try to give notification to the students about the hybrid courses that require face-to-face meetings at least one year in advance (qualifying exam, dissertation, hybrid courses).</p>
<p>6. Consideration of recommendation regarding Texas Tech University's proposed Distance Education Doctor of Philosophy in Family and Consumer Science Education Program – Dr. Quinn</p>	<p>Pam Morgan stated that the subcommittee recommends approval of the program by the full LTAC.</p> <p>Motion made by Michele Betancourt. Motion seconded by Jimmy Byrd. Motion approved unanimously.</p>
<p>7. Update on and consideration of Institutional Survey of Learning Technology – Mr. Patrick Pluscht</p>	<p>Dr. Quinn introduced the agenda item. Pam Quinn asked Andrew Lofters to explain about the survey results included in the member's packets. The committee took about 10 minutes to review the survey results. Patrick Pluscht gave an overview of the survey and the responses, and expressed desire to publish the results for all public institutions.</p> <p>Justin Louder suggested that LTAC publish two files; one which has all of the data for the respondents, and one which would be more anonymous for the general public. Discussion ensued on how to publish the survey results. It was recommended that LTAC publish the names of distance education contacts who submitted information, institutionally identified for non-sensitive responses, and anonymous responses for sensitive responses.</p>

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8. Lunch	<ul style="list-style-type: none"> • The Committee took a short break for lunch at 12:03 p.m. • The Committee returned resumed the meeting at 12:44 p.m.
9. Update on Distance Education Database/Inventory – Dr. Andrew Lofters	Andrew Lofters reported that the Distance Education Data/Inventory has been approved to begin working on incorporating distance education program offerings with the institutional program offerings.
10. Update on State Authorization Reciprocity Agreement – Ms. Jessica Acton	Jessica Acton gave a report on the progress of institutions in Texas enrolling in SARA. Comments from LTAC members that process was good and that the Coordinating Board provided good support during the process.
11. Update on and consideration of Principles of Good Practice for Academic Degree and Certificate Programs and Credit Courses Offered Electronically – Mrs. Michele Betancourt	Michele Betancourt gave a quick history on the Principles of Good Practice. She gave report that subcommittee has met a few times and have begun updating to bring principles up to standards. End result and product is anticipated for June 2016 meeting.
12. Update from Ad Hoc HERC Task Force – Dr. Michelle Durán	Dr. Michelle Durán gave a report on the HERC Task Force activities. The Task Force is requesting that the THECB encourage institutions to submit the name of a HERC representative/contact to the HERC chairs. The Task Force also recommends that the THECB host a HERC chair training session.
13. Discussion of future agenda items and meeting dates – Mrs. Betancourt	<p>Possible June meeting dates (Proposed: 1-3, 8, 10, 13-15)</p> <p>Possible future agenda items:</p> <ul style="list-style-type: none"> • Query: Are we requiring a higher institutional evaluation standard for online courses than we do for on-campus face-to-face courses? • Query: What types of evaluation, training, student support, course ownership, accessibility, student interaction, communication expectations are being required of online courses as opposed to on-campus face-to-face? • Working discussion on sharing best practices institutions use for delivering distance instruction. • Policy development for online instruction as opposed to flipped classroom instruction. • Group buying/leveraging purchasing power among public IHE's.
14. Adjournment	The meeting adjourned at 3:05 p.m.