

TEXAS HIGHER EDUCATION COORDINATING BOARD

Summary Notes/Minutes

**Learning Technology Advisory Committee Meeting
1200 East Anderson Lane, Board Room, Austin, Texas
September 9, 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, introductions, and call to order.	<p>The Committee convened at 10:06 a.m.</p> <p>The following committee members present: Patricia Abrego, Texas A&M International Univ Erasmus Addae, South Texas College Josh Book, Texas State University Oneita Burgess, UT – Permian Basin Michelle Durán, Texas A&M Univ – Kingsville Francisco Garcia, UT-Rio Grande Valley Janet Kamps, Stephen F. Austin State University Stephen Levey, Houston Community College Justin Louder, Texas Tech Univ Sherita Love, Texas A&M Univ – San Antonio Jacqueline Lee Mok, UT Health Science – San Antonio Patrick Pluscht, Univ of North Texas Charlene Stubblefield, Prairie View A&M Univ Lydia Tena, El Paso Community College Jason Woodall, Lamar Institute of Technology Charleen Worsham, Kilgore College Alicia Wyatt, McMurry University</p> <p>The following committee members were absent: Jimmy Byrd, Blinn College Perla Canales, Laredo Community College Charles DeSassure, Tarrant County College Roxanne Hill, Vernon College Chantell Hines, Lone Star College System Sunay Palsole, UT – San Antonio Jordan Meneghetti – UT Austin (student rep.)</p> <p>Coordinating Board Staff present: Andrew Lofters, Program Director Elizabeth Steele, Program Director James Goeman, Assistant Director</p>
2. Election of new Chair – Andrew Lofters	<p>Nominations for Chair were made for the following:</p> <ul style="list-style-type: none">• Michelle Duran• Patrick Pluscht• Justin Louder <p>Motion made to close nominations for Chair by Steve</p>

AGENDA ITEM	ACTION
	<p>Levey. Motion seconded by Jaqueline Mok. Motion approved unanimously. Silent vote was made. Patrick Pluscht voted as Chair.</p>
<p>3. Election of new Co-Chair – Patrick Pluscht</p>	<p>Nomination for Co-Chair were made for the following:</p> <ul style="list-style-type: none"> • Michelle Duran • Justin Louder <p>Motion made to close nominations for Co-Chair by Jason Woodall. Motion seconded by Lydia Tena. Motion approved unanimously. Silent vote was made. Michelle Duran voted as Co-Chair.</p>
<p>4. Consideration and approval of summary notes/ minutes from the June 15, 2016 meeting.</p>	<p>No corrections needed. Motion to approve minutes made by Jason Woodall, seconded by Jacqueline Mok, the Committee approved this item.</p>
<p>5. Discussion of alternative education providers – Justin Louder</p>	<p>Discussion lead by Dr. Louder. Alternative education providers were described as third-party vendors that allows a student to test out or CLEP out (dispersed by third-party), that equals a certain number credits that would be transferred to other institutions. Committee member asked if these alternative education providers were like CBE, as these vendors seem to target CBE. Concerns discussed included effect on transfer student credits and quality of these classes. It was suggested that a survey be done (or added to existing LTAC survey) to find out effect with other institutions. Concerns also mentioned included effect in UEAC if some of these "classes" are core courses. Patrick Pluscht suggested a beta survey with a couple of questions about this particular topic, especially as several of these are online, asking if outcomes help student success, about faculty credentials, and competition concerns with other institutions, like community colleges. Additional concerns voiced were with core competencies, dual credit, and accreditation.</p> <p>Jacqueline Mok made motion to request the Coordinating Board committees (UEAC and ACGM) discuss status of alternative education providers. Michelle Duran seconded the motion. Steve Levey added to motion, for the Coordinating Board to provide feedback to LTAC, especially on UEAC's comments. The committee voted to approve this motion.</p> <p>Jacqueline Mok made motion to request Justin Louder develop a beta survey to identify practices in institutions, especially with online vendors, and to share the outcomes with LTAC. Jason Woodall seconded the motion. The</p>

AGENDA ITEM	ACTION
	committee voted to approve this motion.
6. Update on and consideration of Principles of Good Practice for Academic Degree and Certification Programs and Credit Courses Offered Electronically – Principles of Good Practice subcommittee	Michelle Duran provided information and reported on this activity. She provided a hand out of subcommittee information and data to date. Advisory committee members thanked the subcommittee for their efforts.
7. Update on and discussion of 50-mile radius area notification requirement for off-campus courses and programs – Justin Louder and 50-mile radius/HERC subcommittee	<p>Justin Louder provided information and reporting on this activity. He explained that the 50-mile radius, et al subcommittee and HERC subcommittee will be separated. The 50-mile radius, et al is about the notification to institutions. This matter may need to be revisited and discussed, and possibly modified; especially in how it may effect metro areas.</p> <p>Question: Can the Coordinating board create a database that shows schools within the 50-mile radius? Andrew Lofters explained the 50-mile policy notification procedure.</p> <p>Question: Is there a suggestion on changing the name or defining the rules, i.e. based on an area? Suggested that the name may need updating. Andrew explained that one of the main functions of the Coordinating Board is to avoid duplication. This is why the policy is in place.</p> <p>Question: Was this addressed in recent rules? James Goeman provided some additional information about this policy. Confirmed that this is in place for public institutions. Private institutions do not have to adhere to this rule.</p> <p>Suggestions for updating rule included method to be based on population, or updating the Higher Education locator map. Andrew asked for the subcommittee to meet and then provide information back to Advisory Committee.</p> <p>Justin recommended that the 50-mile radius, et all and HERC subcommittees stay as one subcommittee, and take on this charge.</p> <p>Michelle Duran gave information on the HERC part and suggestions of things that will take place, such as orientation for HERC chairs in October. Andrew discussed the hand-outs of information and template. Currently only lower division items goes to HERC. It was recommended that the template be updated to include dual credit. Michelle confirmed it will be updated and clarified.</p>

AGENDA ITEM	ACTION
8. Lunch	<p>The Committee took a short break for lunch at 11:45 a.m.</p> <p>The Committee returned and resumed the meeting at 12:30 p.m.</p>
<p>9. Introduction of Dr. Tracey Armstrong – Director of Innovation/ Innovation and Policy Development</p> <p>(originally Agenda Item #11)</p>	<p>Dr. Tracey Armstrong provided information about her background and her current role with the Coordinating Board. She requested to be included and/or invited to meetings that included topics related to Innovation and/or Policy Development. Request was made for Dr. Armstrong to participate with the Texas Distance Learning Association (TxDLA).</p>
<p>10. Update on and consideration of Institutional Survey of Learning Technology – Patrick Pluscht and Survey subcommittee</p> <p>(originally Agenda Item #9)</p>	<p>Patrick Pluscht provided information and reported on this activity. He provided a hand out of subcommittee information and outcomes to date. Discussion took place about survey structure and appearance. It was suggested that the 50-mile radius, et al beta survey be conducted with the LTAC group first, before inclusion in Institutional Survey. Dialogue continued regarding the distribution method of final survey, where survey results will be made available and to whom, and timeline. It was suggested that process begins in mid-October; survey results be made available on the LTAC webpage, and that emails be made to leadership at institutions and contacts who completed survey. Comments were also made regarding whether survey be done annually, will it be used it identify trends, should it require logins for scaffolding sections, and the Coordinating Board’s role in this process. Subcommittee will discuss and report.</p>
<p>11. Subcommittee member selections (Doctoral Proposal, Survey, Principles of Good Practice, 50-mile radius/HERC)</p> <p>(originally Agenda Item #10)</p>	<p>Andrew Lofters described information on hand-outs that listed current subcommittees and membership. Final subcommittee list and updated members as follows:</p> <ul style="list-style-type: none"> • Doctoral Proposal Pre-Review Subcommittee <ul style="list-style-type: none"> ○ Jacqueline Mok (Chair), Patricia Abrego, Erasmus Addae, Jimmy Byrd, and Jason Woodall • Principles of Good Practice Subcommittee <ul style="list-style-type: none"> ○ Michelle Duran (Chair), Oneita Burgess, Jimmy Byrd, Steve Levy, Justin Louder, Sherita Love, Francisco Garcia, Charleen Worsham • 50-mile radius/HERC Subcommittee <ul style="list-style-type: none"> ○ Justin Louder (Chair), Janet Kamps, Oneita Burgess, Josh Book, Michelle Duran, Roxanne Hill • Institutional Survey on Learning Technology Subcommittee <ul style="list-style-type: none"> ○ Patrick Pluscht (Chair), Erasmus Addae,

AGENDA ITEM	ACTION
	<p>Jacqueline Mok, Justin Louder, Charleen Worsham, Charlene Stubblefield, Alicia Wyatt, Lydia Tena</p>
<p>12. THECB Updates (SARA, Distance Education Database/ Inventory, New Distance Education Bachelor’s and Master’s Degree Proposal Form) – Andrew Lofters</p>	<p>Updates were provided for the following topics:</p> <ul style="list-style-type: none"> • SARA – There are approximately 80 institutions participating in Texas, and approximately 42 states nationally. • Distance Education Database/Inventory – This is in the production phase. A brief history about this activity was provided. Currently it is limited to public institutions. LTAC committee volunteers to test use of database. Also need to verify efforts are not being duplicate with those for HERC review. • New distance Education Bachelor’s and Master’s Degree Proposal Form – If this is submitted, Principles of Good Practice will be included. Process will also be streamlined.
<p>13. Discussion of future agenda items and meeting dates – Patrick Pluscht</p>	<p>Possible future meeting dates. Suggestion proposed to schedule LTAC meetings about one month prior to CAWS. Suggestion made to push meetings to six weeks prior to CAWS. (Proposed: Nov, Jan, Feb)</p> <p>Possible future agenda items:</p> <ul style="list-style-type: none"> • Alternative education providers • Subcommittee updates
<p>14. Adjournment</p>	<p>The meeting adjourned at 2:26 p.m.</p>