

*The following minutes have been approved by the Senate  
Continuing Education Committee*

**Senate Continuing Education Committee  
Meeting Minutes  
Gustafson Hall  
December 5, 2006**

The Senate Continuing Education Committee met December 5, 2006, in the Conference Room in Gustafson Hall, from 9:00-10:20 am CT.

Present: Victoria Beard, Virgil Benoit, Robert Boyd, Kari Chiasson, Kerry Kerber, Judy Rieke, Janet Rex, Julie Zikmund,

1. VISIT WITH ROBERT BOYD: Janet welcomed Bob Boyd to the Senate Continuing Education Committee Meeting, and Bob spoke to the committee. He said that he served as the Dean of Continuing Education for 19 years. He said after Jim Shaeffer resigned, he became the interim Dean because Kerry Kerber already had a full load of responsibilities. He relies on Kerry for programming and operations and Odella Fuqua for operations. Now the Search Committee is underway for a new Dean with Janet Rex and Virgil Benoit on the search committee from our committee. They are currently considering some strong candidates, and he will be happy to pass the torch to a new Dean. He said he has asked Jacqueline Gray, an assistant professor from the Center for Rural Health, School of Medicine and Health Sciences, to join the committee, because she will add an additional perspective to the committee. Through the years the Senate Continuing Education Committee has served an important purpose of 1) being a liaison to the University Senate and 2) providing valuable counsel to the Dean, so he supports our work. Kerry informed him of the changes in our name and mission, and Bob said he is supportive of the changes and appreciative of our advocacy to engage with faculty members. He is proud of the university outreach to those who have difficulty reaching us. Ben Gustafson, for whom the building was named, was described across North Dakota as Mr. Extension. He was involved in initiating and founding the satellite campus that has become Williston State College. None of this could happen without the partnership with faculty. While the Department of Continuing Education deals with services, the curriculum planning is done on the academic side with Victoria. Our faculty reach out and make the programs possible. In Bismarck during the last two years, 65 individuals have received Masters or Doctoral degrees. This is important for the state of North Dakota and that region. We now have Dr. Laurel Vermillion as the President of Sitting Bull College, previously known as Standing Rock Community College. All of that happens because of Continuing Education. For adhering to our

principles, thank you. DISCUSSION: Victoria asked what has happened with UND offering courses in the high schools? It was useful, so we can expose the students to UND and recruit quality students. Bob replied that originally the North Dakota legislation established that rural schools often didn't have adequate preparatory courses for their students, so university professors could teach courses for the high school that would carry dual credits for the high school and for the university level. That has been neutralized now, because high school teachers are teaching the courses. We are still in a conversation with the Grand Forks School District about dual credit courses. Kerry said that he and Martha Potvin met with the principals in Grand Forks, but they are not overly excited about having UND professors there because they have a strong AP program and our tuition is higher. Victoria said this is probably not the market as much as in the rural districts, and she asked if we need to charge such high tuition or if we could have tuition waivers or other options if it would bring recruitment to UND. She mentioned the success that Devils Lake has with teaching to the high schools. Bob said that part of the challenge is that the high school teachers often want to teach the courses. Also, superintendents and parents tell the Board of Higher Education that they are happy with the current tuition and arrangements with Devils Lake. Our faculty won't settle on a lesser quality than they are used to teaching. Virgil asked if we are looking for new ways to provide the teaching. Virgil is working with a team and they would be interested in teaching. Victoria said that correspondence is cheaper, but Kerry said that correspondence is not the model. If we decide against face-to-face instruction, the students still need an aid or a teacher in the classroom, and our correspondence courses are open ended for completion. Virgil asked if we can deliver to their homes, and their parents could enroll them, or maybe a whole family could enroll. He would be very interested in piloting a class. Kerry said we do some work with home schooled children where the parents serve as the teachers. In the schools, however, the President of UND and the Superintendent of the school system have to approve of the program. Victoria asked about transcriptable courses. Kerry said 3 credit courses cost \$770. Correspondence and online courses cost \$400. These courses are transcriptable. Victoria and Kerry brainstormed about other options such as establishing a hybrid of a correspondence course that is semester based with multiple delivery models, such as Breeze and Online because Breeze Online is a cheaper option. Victoria added that maybe it could be an after hours course across the border with Canada. Kerry added that it could create a wonderful experience for a student if we were able to create a team approach to teaching.

2. APPROVAL OF MINUTES of 10/24/06: After a couple of corrections, Kari Chiasson made a motion to accept the minutes and Julie Zikmund seconded the motion.

3. ASSOCIATE VICE PRESIDENT FOR OUTREACH SERVICES AND DEAN OF OUTREACH PROGRAMS: Virgil reported that out of 17 candidates, 7 individuals have been selected for telephone interviews next week. Janet added that the on-campus interviews are slated for January and February.
4. BOX LUNCH PANEL DISCUSSION: Janet read the e-mail note from Libby Rankin welcoming the committee to do a panel discussion and offering us times on Tuesdays, Wednesdays, and Thursdays. Janet said that when she found out that Eligar Sadeh would be unable to make it to the meeting, she e-mailed him and asked about his interest in the Box Lunch, because he had expressed interest in being on the panel. He replied that he would like to be on it and ideal times would be from January 15-February 15 on Wednesdays from 12-1 p.m. She asked what the committee thought about these dates and times. Virgil said that he only has Fridays free, so he didn't think he could participate, but he hopes he can come briefly in between classes. A number of people said they thought that a panel discussion should run at least 90 minutes, so the committee decided we should ask if it could be held from 12-1:30 p.m. Early February seemed the most ideal period within this time frame. Kerry said that he can think of some people who would be ideal for presenting the various models, such as Liz Chalmers, Tom Petros and Doug Munski. Julie said that it would be good to have a variety of models and have them speak about why they picked those models. Kerry said that Eligar can present the Space Studies model, but it would also be good to have someone representing the Medical model. Judy said that their courses don't usually lead to a degree, just certification. The Office of Continuing Medical Education and Outreach finds organizations that want continuing medical education and they find the speakers. Judy didn't ask about paid compensation. In the office, they are middle people. Judy said she could ask Dr. Bruce to present, however he is the administrator, not a faculty member. Kerry said it would be best if it would be faculty members speaking to other faculty members. Judy said she knows one clinical lab teacher who might be able to speak at the panel. Janet asked Julie if she could represent the Correspondence model, and she said she has only developed one course. She could facilitate the panel. Janet said she will speak to Libby and make further plans with committee members.
5. FACULTY SURVEY: Janet asked what the committee members had in mind when they expressed interest in doing a faculty survey in regard to Continuing Education. If we want to do a survey, we may need to get started on it early in the year, and it may affect the angle at which we deal with the Continuing Education models. Virgil asked if we might want to get together with the Arts and Sciences Merrifield Chairs to learn about their views and concerns surrounding Continuing Education. He could schedule a time with Sheryl O'Donnell. Maybe this would provide a richer,

more meaningful feedback about Continuing Education. Janet concluded that maybe we should plan on doing various focus groups rather than a survey.

6. **COMPENSATION:** Janet asked if compensation issues should be a part of the box lunch panel discussion? Julie said that some departments include Continuing Education instruction as part of their workload and other departments expect it above and beyond the faculty workload. Correspondence is paid separately. It is an interesting dialogue to find out the differences in compensation. Virgil said faculty members in the various departments have questions about Distance Education. Along with the education models and compensation issues, it is important to find out where Distance Education fits into the future of the university. We need to be clear on our reasons for Distance Education, because we have a large workload with all of the students who are on campus. Kerry said that it is spelled out in the strategic plan of the university, and we need academic partners. Students won't seek their education here if we don't have the resources to deal with them. Kerry said each department decides its own compensation, and he doesn't know if we should get involved in those decisions.
  
7. **BROADCAST MEDIA:** The committee discussed legislation pending in congress that addressed "broadcast flags" that might hinder the use of broadcasts in digital distance education. Kerry said that he doesn't know how often that might affect us. We do streaming, but that is not broadcasting. If one did a lot of programming where you used broadcasting then it would be an issue. Some professors might use a clip of a movie. Now they can get permission and send it over the internet. This would not allow them to do that. Even if you had permission, you could not use the internet as a medium. We've asked Barry, our TV director, to look into this. Julie said that CNN gave her permission to use pieces in her course. If one can't get permission in the future, then one must rely on more notes and lectures. The best way, of course, is to link out to a direct link. Then you go right to their property, and you don't need to get permission. Kerry said that at Continuing Education we create digital objects. We create our own graphs rather than the one in a book, and we house the graphs on our own server, in which case we own it for our own course. Then you don't need to get permission. You can create something similar for a teachable moment. We usually use flash rather than video. We could have Jane Sims from our design team come to our committee and demonstrate this. Kari said she would like more of this, because they are encouraged to do more distance education, and yet they don't know anything about the options. She said she's taught three online courses, but she is still just learning about the options. Kerry said that at Continuing Education we create the digital objects. We are not asking faculty to create these digital objects. Kari said one still has to know what

is possible, before one can begin to apply it to one's classes. Kerry said our committee might consider showing some of these options. Jane and the team could give a one hour presentation to show various options. Julie said she has been teaching her course in World Food Patterns for five years, and teaching has changed so much during those five years. Breeze is new. What is it? Kerry said that we could have a demo of a Breeze presentation to a class. Julie said that presentations weren't an option via the internet a few years ago. Kerry said that we've captured some streaming video presentations, as well, showing good and bad presentations. Kari said that the only problem with the additional bells and whistles is that students have to have more features on their computers. Firewalls can cause problems, and not everyone has the most up-to-date computer features. Judy said maybe we could do two panel presentations. One could be a presentation by the Continuing Education staff to show the various options for education. Julie said that one of her colleagues had to take a three credit course teaching them about Breeze and various options before they could teach through Distance Education. It is a good idea to have a course to teach about Blackboard and these other options so people can decide if they are interested in teaching. Kari said this course could be put in U2. Kerry said they have made a request, but they haven't heard back yet.

8. The committee adjourned at 10:20 am.