

University of Mary Washington

Distance and Blended Learning Committee

Academic Year of Fall 2015-Spring 2016

Meeting Date: September 07, 2015

Meeting Location: Trinkle 119

Members in Attendance: Debra Hydorn (CAS), Sarah Morealli (CAS), Andrew Marshall (CAS), Chad Murphy (CAS), Jeff McClurken (Ex-Officio), Paul Boger (Ex-Officio), Hall Cheshire, Roberta Gentry

Time of Meeting Start: 4:07PM,

Meeting Business:

Proposal Discussions:

NURS 490 Practicum

The committee accepts this proposal after addressing the following concerns:

1. Since the first meeting is to be face to face, what if a student cannot attend due to a conflict or registers for the class late. The committee realizes that if this course is cohort-specific, this may not be a problem.
2. Clarify the term “deliverables.” While a definition is given in the syllabus, it is easy to miss.
3. Include assignment dates and due dates of deliverables/projects in the course schedule to make the information more accessible to the students.
4. In regards to the discussion board rubric (specifically, under the “Timeliness” criteria): the applicant mentions that full credit will only be given to students who post discussions/replies within the first half of the discussion period. Since the students enrolled in this course are working nurses, is it appropriate to apply a penalty to those who may be working during the first half of the discussion period?

Bio 331 Histology

The committee accepts this proposal with the following comments:

1. Although lab is mandatory, some students may miss a lab due to an illness or emergency. Address what the instructor would do if a student missed lab under these circumstances. Would there be consequences for students who miss more than 1 lab assignment?
2. Include post/submission due dates on the syllabus and Canvas.

The committee is also interested to learn how the instructor has captioned his lectures (for its benefit).

BUAD 384A Commercial Law

The committee advises the applicant to revise and resubmit this proposal.

The committee would like the following issues to be addressed:

1. The main issue is that the syllabus was not well translated from a face-to-face format to an Online Course format. There were many references to “class time.”
2. Clarify how students will be invited/welcome to the course on the first day.
3. Please discuss how exams are administered.
4. Please clarify on how discussion assignments are conducted.
5. The committee requests additional details about how the class activities will take place online
6. The committee would like clarification on the following inconsistencies in the attendance policy:
 - a. The applicant refers to students missing “class time.” Since this is an online course, to which class time is the applicant referring?
 - b. The applicant mentions that students will lose 1 point if they do not “check in” every week (proposal, page 9). Conversely, in another section of the syllabus (syllabus, page 3), it is mentioned that students will not lose credit if they miss class.
 - c. The applicant states that if a student misses 3 assignments, the instructor contacts the student to discuss the “status for remaining in the course (proposal, page 5).” This implies that the instructor has the authority to remove students from the course, which may cause confusion.
7. The committee would like more detail on how (specifically) the difference course assignments achieves the five core values
8. The library information is out of date. The applicant encouraged to contact Paul Boger to clarify.

UMW Liberal Arts Values:

In regards to the BIOL 331 proposals. The applicant “ejected” two of the of five core values: reflection and self-directed learning. He replaced these two values with “the development of hard skills” and “understanding of the natural world.” The committee debated how much we wish to re-emphasize the five core values and encourage faculty to think about them while writing their proposal versus giving the faculty the option of “ejecting” some values (maximum of 2) and adding their own. The committee feels comfortable allowing faculty members to discuss their own course values in their proposal.

Online Course, Canvas, and Disability Accommodations

Currently, the committee is not advising faculty to specify how they support disability accommodations (captioning, etc) for students who require accommodations in their proposals. The committee would like to know how we get additional support for students, enrolled in an online course, who need accommodations and what our university/faculty are required to provide by law. Jeff McClurken volunteered to present the guidelines and laws UMW must abide by and what services UMW can provide. After the committee examines this information, it will change the guidelines for our applicants, if necessary.

The Future of Online Courses at UMW

Members of the committee were interested to know if UMW administration may push for more online course and/or online programs. Jeff McClurken feels that the administration are interested in providing online course that will benefit the students, offer more flexibility, and are true to UMW's values. The university is exploring ways to meet demands for online classes and attempting to identify classes that make sense to offer in an online format.

Research suggests that UMW summer courses are more successful when the university offers online courses (as opposed to face to face summer courses).

Presidents Technology Advisory Council (PTAC) Survey:

Last year, a survey (administered by PTAC) was completed by students to determine: what classes they took, what they thought about online courses, and were they interested in taking more courses online. Results indicated that traditional undergrads rejected online classes, but commuters and adult students were in favor of online courses (but not looking for entire programs online). PTAC will administer another survey for faculty in order to determine if faculty is interested in teaching online courses, what experiences do they have with online courses, and what support will they need to teach an online/hybrid course. The committee will be consulted for our feedback. This survey will be discussed with the administration.

Canvas Roster Concerns

On Canvas, it is difficult to tell if a student registered late for a course. Is there a way to make it easier to determine if a student has registered a course during the first week of the semester? This topic has not been resolved.

Next meeting: We will continue to have face to face meetings. One of our committee members resigned; therefore, we have not scheduled future meetings. The committee awaits the confirmation of our new member.

The next meeting will take place in November, before the 16th so the committee can submit its approved proposal for Summer 2016 online courses. An exact date will be determined once the committee gains its new member.

Time of Adjournment: 5:08pm