

University of Mary Washington  
Distance and Blended Learning Committee  
Academic Year Fall 2016 – Spring 2017

Meeting Date: April 10th, 2017.

Meeting Location: HCC 427.

Members in Attendance: Sarah Morealli (CAS), Andrew Marshall (CAS), Steve Greenlaw (CAS), Debra Schleef (CAS), Jeff McClurken (Ex-Officio), Jo Tyler (COE), Erin Higgenbotham (Ex-Officio), Hall Cheshire (Ex-Officio), Jesse Stommel (Ex-Officio).

Additional Attendees: Dean Richard Finkelstein, Pamela McCullough (via phone for the review of the MSN program)

Time of Meeting Start: 2:30pm.

**Meeting Business:**

Course Proposals:

- CAS:
  - Master of Science in Nursing (MSN) Family Nurse Practitioner (FNP Track) (Submitted by Pamela McCullough )
    - The focus of the meeting centered on the review of the Nursing program developing an on-line MSN program. The committee was joined by Dean Finkelstein and Pamela McCullough for the discussion. During the discussion the committee reviewed material and had questions answered by Pamela. Highlights of the discussion include the following:
      - The committee noted that in general, there are set dates for proposals to be submitted. It was suggested that the time line in the MSN proposal for new course proposals be moved back a semester to allow for more time and ensure the deadlines are met.
      - A description of self directed learning was missing from the answers for how the program will incorporate the liberal arts values. This will be added by Pamela.

- There was a discussion on the topic of accessibility. The committee suggests that the University needs to continually have the conversation of what resources they need to make sure that we can properly support accessibility. This is an institution question, not necessarily an individual program or course question.
- It was noted that the speaking center cannot currently support the MSN program. The committee recommends, if feasible, that the University secures the required funds to support a platform to allow support units, such as the speaking center, to help students in the on-line environment.
- In general, the committee encourages the University to consider providing additional training and resources to the various support units which will be supporting the new on-line programs.
- Action: The committee approves the MSN program under the following stipulations:
  1. The proposal is updated and the committee is provided with information on how self-directed learning will be incorporated into the program, didactic courses, and the lab course.
  2. Dean Richard Finkelstein signs the proposal (an electronic signature will do).
  3. The committee would like to make a formal recommendation to the University administration: the committee recognizes that many student services (i.e., the Talley Center, the Speaking Center, etc.) do not have the necessary funding, training, or staff to accommodate online learners at UMW. The Distance and Blended Learning Committee recommends that the University of Mary Washington provide support (funds, staff, training, software) to those services who cannot currently support online learners. If support cannot be allocated for these services in a timely manner, the Distance and Blended Learning Committee recommends that the administration assemble a plan on how these services will be supported in the future.
  4. Note contingency 3 does not hinder the MSN program from moving forward and submitting to SCHEV. Contingency 3 will require in depth conversation within the ranks of the UMW administration. The committee is hopeful that by the

time it receives course proposals from MSN-FNP faculty, many of these support services will be able to accommodate online learners.

Other Committee Business:

1. The committee held an election for the chair and secretary positions for the next academic year. The results are:
  - a. Chair: Andrew Marshall.
  - b. Secretary: Steve Greenlaw.

Meeting Adjourned at 4:30pm

Next meeting: TBD