

THE UNIVERSITY OF LOUISIANA AT MONROE
University Electronic Learning Committee
August 15, 2005

Members Present: R. Jones (Chair), P. Thornhill, A. Tan, G. Roberts, K. Clow,, M. Beutner, T. Meldor, S. Choo, J. Guernsey-Shaw, R. Hanser, G. Eller, B. Smith, C. Berry, T. Sivakumaran

Members Absent: M. Camille, D. Williams (excused), D. Glaze

This meeting was called to order by committee chair Dr. Rhonda Jones on Monday, August 15, 2005 at 11:15 in the Library 6th Floor Media Room. The following items were discussed.

Item 1 - Welcome and introduction of members

Dr. Jones welcomed all members of the committee and thanked them for their participation. All members were asked to introduce themselves and to indicate their positions on the campus.

Item 2 – Hybrid Courses

Dr. Jones and Paula Thornhill presented information concerning the concept of hybrid courses to the committee. After lengthy discussion members were asked to research and to collaborate in an online forum in order to arrive at consensus about a hybrid course definition that would be submitted for consideration by the Faculty Senate, Deans, and Administration.

Item 3 – Online Course Visits

Members received a checklist that will be used while visiting online courses. The courses will be visited from October 1 through October 15 and reports on course visits will be October 20 at 2:00 p.m. in Hanna 228. Checklists should be turned in to Dr. Jones by October 21, 2005.

Item 4 – Online Demonstrations

Members were encouraged to attend demonstrations by instructors who are developing online classes for the spring 2006 semester. Demonstrations will be held September 30, October 28, and November 28-30 at 2:00 in Hanna 228.

Item 5 – Select RFP

Dr. Jones encouraged committee members to visit the Regents' website to view information concerning the Select Grant.

Item 6 – Northwestern Evaluation Materials

Dr. Jones explained that Northwestern State University has recently gone through a comprehensive evaluation of the online courses and programs in which they offer. Information concerning the instruments used as well as the results of the evaluation will be obtained by Paula Thornhill and shared with the committee.

Item 7 – University Electronic Learning Committee Charge:

Dr. Jones shared the following charge of the committee with the members.

- On matters related to electronic learning
 - Seek input from faculty and administration
 - Advise faculty and administration
 - Contribute to policy development
 - Encourage course and program development
 - Promote advancement of e-learning at ULM
 - Contribute to program evaluation
 - Investigate new resources and technologies

There being no further business, this meeting was adjourned at 12:15

Respectfully submitted,

Dr. Rhonda Jones
Director of Continuing Education