

# Professional Development Committee Meeting

## MINUTES

January 23, 2002

2455 North Star Road

Columbus, OH 43221

10am-2pm

**Members present:** Sandra Crobar, Hans Houshouer, Alan Kalish, Peggy Kasten, Dan Madigan, Mark McBride, Len Simutis.

**OLN staff present:** Kate Carey, Sheryl Hansen, George Steele, Linda Wahn, Andrea Wood.

**Guests present:** Ken Graetz, Tom Skill.

**Regrets:** Harry Searles, Zana Vincent, T.J. Arrant, Cathy Bennett, Greg Bernhart, Mary Lou Holly, Jon Tafel, Larry Fruth, Terry McCollum, Susan Maslyk

### 1) Introductions and Welcome

- Zana Vincent is retiring and will be leaving the committee. Sheryl and Kate will propose a replacement.

### 2) Approval of 9/26/01 minutes

- Motion by Kalish, second by McBride to approve Sept. 23 minutes. Unanimously approved by committee.
- Committee agreed minutes should be approved via email prior to next meeting

### 3) Professional Development program updates:

Contract work (see agenda packet)

- Five contracts either in action or RFP out currently related to OLN Professional Development programs. Had one proposal submitted for Teachu management.

TEACHU

- Shifting training focus from “tool training” to course quality and instructional design. Somewhat on hold with moving forward with Blackboard training management at OLN because there is not yet a contracted entity to take on the work. *Discussion:* Difficulty of finding a contracted manager for TeachU training. Committee recommended reviewing the one proposal submitted for serious consideration.
- Online communities are growing. OLN is able and willing to manage additional lists as needs become known.

PT3 grant

- No report available.

#### 4) OLN initiatives

- OLN 2002 Conference: 95 registrants as of 1/23/02, expecting 300. Despite ISP challenges, conference planning is going well, other than some infrastructure challenges which we've overcome. (*Update: total of 266 registrants.*)
- TCM and tec-ed. Technology Costing Methodology is a FIPSE funded program that developed an analysis tool for costing technology on campuses. Nine institutions have signed up to be a part of the pilot. Hopeful that the data from the pilot project will inform OBR in a positive way that impacts funding.
- Tec-Ed: Credit and subsidy for distance learning courses. Gary Shoemaker is chair, has broadened the committee charge. Intend to produce a set of recommendations by end of February. OBR is open to concept of budget issues being raised, despite the budget slow-down.
- OLN is up for its 1<sup>st</sup> ever assessment. Sent out an RFP to several groups that could assess. There is a committee overseeing this process. Finding out: 1. has OLN met its stated goals. 2. How has OLN provided value-added to the campuses. 3. Futuring piece: what kind of activities should OLN be involved in on behalf of campuses. May put together a "futuring panel" of national experts to help guide us. Hopefully assessment will roll by end of Feb., report out by Summer 2002. (*Update, NCHENS has been selected.*)
- George Steele: Academic Outreach Committee considering reducing the DLS from 6 to 4 Regional Coordinators. (*Update, this has occurred. There are now four "Regional Coordinators".*)
- Steele: OLN recently purchased Webtrends software for tracking web site statistics, allows us to analyze in greater detail the hits that come to the OLN web sites. Will be applying it to the professional development pages in near future.
- Steele: Issue of course quality is becoming a larger issue within the AO committee. Ideas generated by OLN's AO committee:
  - Maintained that OLN does not have an overseer function to manage quality. Campuses have that responsibility.
  - Academic Outreach committee should probably work more closely with PD committee
  - OLN may want to hold some kind of grant competition to recognize courses submitted by campuses for review, and issuing an "OLN Seal of Approval."

*Discussion:* The politics of WHO develops the quality standards will be challenging- colleagues often don't agree. May want to start by offering faculty tools for self-assessment, so that they can be able to claim based on data that they are doing a good job. Maybe OLN simply provides a "consumer guide" to go along with OhioLEARNS. AO committee has invited a PD committee member to participate in the discussion. May not focus on a single assessment 'tool.' But perhaps guidelines, a list of "what makes an online course high quality".
- Steele: Emerging Needs grant is posted for 2002. Development of Engineering and IT courses, and planning for Health-related courses.

#### 5) TECPD and University of Dayton Collaboratory (Ken Graetz)

- Sheryl provided a brief history of Technology in Education Collaborative for Professional Development (TECPD)
- Presentation by Ken Graetz, Director, University of Dayton Collaboratory:

- UD Collaboratory is two yrs. old. We are a Lotus shop, do training, and have quite a few tools to assist faculty.
- Using Lotus Quickplace for TECPD activities. Secure web-based application for supporting teamwork. (Graetz demonstrated Quickplace for TECPD members online).
- Need ideas about how to grow and facilitate TECPD. How to move this group from a listserv toward more of a working community. Trying to get a feel for possible topics and discussion ideas, and what kind of natural “sub groups” might be nurtured.

## 6) Technopoli

- Toasted successful launch and took an online tour of <http://www.technopoli.org>

## 7) Summer Institutes/ Learning Communities RFP

- Core Committee from TECPD has been actively discussing Summer Institutes in greater detail. The project was expanded and lengthened to take staff time constraints and deadlines into consideration.
- **Discussion:** Needs to be framed as a long-term commitment that requires their ongoing contribution, not just a couple of meetings then a learning institute down the road. Could start spring of 2002 and bear fruit by fall of 2002.
- In next two months, the Core Committee will finalize a planning grant process/ idea. (Planning work, implementation details, and full context).
  - Use term “readiness grants”. Continue relationships and build toward a common learning goal on our campuses. Support existing learning communities. Making certain there is ongoing support after sharing. We should provide focused areas to encourage participation.
  - Include in proposal: some statement from team about what their expected outcomes are for the end. Determine who has outlined sustainable goals and factor into selection. Campus support and commitment will also be crucial.
  - Discipline-specific (other than general studies). We may not keep it too narrow, but we want enough discipline-specific teams. Need to define learning community.
  - Thinking about OLN’s mission. If the ultimate goal is to have additions to OhioLEARNS, then we should be clear.
  - Block grant allows campuses to scale the group size. Campuses concerned with total amount, not how OLN divides money among team/ individuals/ multiple departments and institutions.
  - Chairs have to sign off on proposals, or provost’s office signoff. Some institutions require Dean’s signoff too.
  - Closing: Sheryl: Will be working on restructuring the work, aligning with our major areas and Strategic Planning goals.

(Update: RFP for Learning Communities Grants was sent out in early March 2002.)

*Meeting adjourned: 1:40 p.m.*

**Next meeting:** March 27<sup>th</sup>, 2002