

Minutes of Meeting December 7th, 2011

Approved January 26th 2012

Final

Committee Attendees: Bawn, Cuff, Grisham, Hanna-Harwell, Hardinger, Lew, Loehner, Mamer, Pires, Reiff, Rugg Guests: Kumiko Haas

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1. Update and discussion regarding Online Courses at UCLA

The committee heard a summary of the discussion that took place at the 12/6/11 IT Planning Board (ITPB) meeting regarding online instruction. Additionally, it was informed that the UCLA Academic Senate is currently working on designing a committee to deal with issues around online instruction similar to the model of Graduate and Undergraduate Council.

The committee engaged in a discussion regarding the recent OIPP/UCOE Wave II call and how, if at all, the campus should respond. In an effort to align UCLA's needs with the OIPP call, Jim Davis has asked for a list of high-demand, impacted courses from the Office of Analysis and Information Management. It was agreed that at the very least this information should be made available to those considering responding to the OIPP call. Members commented however that the list is unnecessary since the deans and departments already know which of their courses are in high demand and more importantly they are better able to assess which are viable candidates for an online pilot. The committee also questioned why a Wave 2 would be issued before any results of Wave 1 could be reviewed.

Members mused that the issues being wrestled with of business, focus and alignment have been worked out before in a variety of other settings (education abroad programs, UCDC, global public health, IRLE). The committee wondered if there was an example of a program that was organized from OP, but well executed at the campus level that could be used as a model.

The committee decided that it would gather a list of questions/issues that need to be addressed as the university begins to offer online courses. It felt these issues fall into three broad categories of Academic, Technology and Business and that this list of questions could eventually serve as a 'litmus test' for online courses and provide a structure for a sort of pro-forma statement identifying institutional costs, clarifying purpose and audience.

2. *Due to a scheduling error, the start of the meeting was delayed and the full agenda was not covered. The topic of Electronic Exam Returns will be discussed at a future meeting.*