Attending: John Punches (polycom), Lynette Black (polycom), Dee Wendler, Chris LaBelle, Peg Herring, Jeff Sherman, Rebecca Badger, Dave King, Lisa Templeton, Mark Edwards, Bob McGorrin
Unavailable: Deb Maddy, Paul Doescher, Mario Magana
Guests: Claire Cross, Shannon Riggs

**Agenda:**

**Ecampus Course Quality Improvement & Performance Evaluation – Mark Edwards, Lisa Templeton, Shannon Riggs (ppt, handout)**

Mark coordinates online course majors for Sociology department and early adopter of Ecampus. Would like Cabinet to be aware of ongoing efforts to improve quality of courses, and highlight some ongoing challenges, e.g., how to keep improving online courses as Ecampus grows (given growing competitive field for online instruction); and concern that online course development or instruction is not often part of a professor’s position description or evaluation; course may be developed by faculty and then handed off to adjuncts or grad students, and evaluation may not be done if not included in professor’s position description.

Ecampus uses Quality Matters (QM) a nonprofit organization using research based independent peer-review programs to assess the design of online and hybrid courses. Participation is voluntary for instructors. QM Rubric (handout) has 41 standards.

Ecampus course development (and course refresh) - instructors are paired with Ecampus instructional designer and course design team (CDT) that includes videographer, programmer, and multimedia copyright assistance. Courses are designed specifically for online instruction; began use of course templates summer 2013.

Ecampus has designed training with QM standards for faculty new to OSU or new to online course delivery. Ecampus also has a new certificate program for graduate students who want to do online teaching. For QM certification Ecampus completes a pre-review of course and sponsors QM training for instructors, and uses QM certification to market courses. Goal to increase number of courses with QM rating each year; they have had very positive response from faculty. Extended Campus may expand use of QM to include non-credit (PNE currently informally utilizes QM criteria).

Issue of what is considered to be part of the teaching load varies across campus, e.g., online teaching part of job or overload or in-load. Ecampus doesn’t have or collect that level of detail. Some colleges putting online instruction/course development into position descriptions of new faculty, but varies by college. Inconsistencies impact annual evaluations and P&T. This may be an issue for Faculty Senate committee for online education. Recommendation to bring issue to O&E Council to allow O&E Council representatives to take back and inform college leadership.

- **Action:** Take to O&E Council agenda, Jan. 16, 2014 - issue of what is considered to be part of the teaching load varies across campus, e.g., online teaching part of job or overload or in-load.

**Summer Session Enrollment Update – Claire Cross (ppt)**

Information provides preliminary report, still developing analysis. SS grand total has flattened somewhat with headcount down slightly and student credit hours lower, Ecampus growing, also Cascades doing well. SS graduate headcount dropped two years ago and undergrad down in past year. Analysis being developed will include information about colleges and departments (what

**Next Meeting – January, 13, 2014, 130-430pm, Ballard Hall 104**

Notes posted: [http://outreach.oregonstate.edu/resources/cabinet-and-council](http://outreach.oregonstate.edu/resources/cabinet-and-council)
classes were down), academic year closed class report, additional sessions, and new courses/programs. Summer Session tuition has increased (mandated by OUS) with undergrad increase two years ago (17%) and grad tuition increase phased in over two years (20% each year). An increase in Ecampus enrollment seen over summer term (can track by student code). SS trend has been seen by other universities (few are up, most are flat or down). Impacts also felt by auxiliary units (e.g., housing and dining). Capacity changes over the summer (first week or two is highest capacity) less interest seen in scheduling during later summer when capacity eases.

May see movement to fourth quarter; NRLA concept may have value. A downside if Summer Session eliminated - their admin support for class logistics is critical and may see reluctance by professors if they need to manage logistic details. Summer Session historically part of Extended Campus, support structures under Ecampus provided support to summer session. NRLA review included on ppt.

Broader Impacts – Scott Reed, Peg Herring (handout)
Broader Impact workshop was held December 2012, O&E co-sponsored with STEM Learning Center for Research (Jon Falk). The Broader Impacts workshop demonstrated our research engages participants (published report April 2013, identifies challenges and opportunities faced by OSU). Increasing need seen across colleges to apply research, and faculty need for access to opportunities for outreach and engagement collaboration. Continued challenge of recognizing outreach and engagement work for P&T; need for change in culture and need for partnership and access.

Mary Phillips has been named director for the Office of Research Development effective Dec. 1, new unit in the Research Office to work with faculty and units to identify/pursue major funding opportunities, including federal, non-profit and corporate sources, and development of broader impacts (for research). Rick Spinrad has asked for an Advisory Committee (and Rich Holdren invited O&E Council to participate - Lynn Dierking, Dave Hansen, Skip Rochefort, Kyle Cole and Peg Herring were forward to Rich Holdren to be considered for the advisory committee). NSF has additional criteria for broader impacts that fall under outreach and engagement, O&E needs to be at table with Research office to make sure impacts are broad enough. Research office focused on one area; O&E addresses broader issues through outreach (extension) and community engagement (partnerships, access, resources, culture are part of O&E Strategic Plan). What might be action alternatives to do or suggest that O&E is as involved as needed? Are one or more people enough to have on advisory committee?

- Action: Invite Mary Phillips to O&E Cabinet meeting, Jan. 17, 2014, to discuss “broader impacts.”

O&E Division Matters – Scott Reed
Provost’s office has re-assigned Enrollment Management and Ecampus units to be direct report to Provost. Dave King’s position will be split with Ecampus leadership reporting to Provost and continuing with O&E Division. Dave will join Provost’s Council January 1, 2014. Division of O&E will be maintained as presently exists, Extended Campus remains as Ecampus, PNE, EESC, Summer Session, NRLA. Aggregation of tuition based revenue sources (Enrollment management, Ecampus) under Provost. Conversation ongoing about budget models, no dramatic shifts seen in short term. Expectation is that we will see growth in online education/Ecampus. Increased recognition of O&E and online education in OSU Strategic Plan 3.0 (may see draft in January).

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Other Matters – All

- Scott Reed: Imagining America (IA), initiative led by Kettering Foundation and committed to taking Arts and Humanities from university to communities; O&E is partnering with CLA for IA membership and OSU will be a host university for a one-day “Extension Reconsidered” event/symposia with stakeholders honoring Smith Lever Act (by mid-2014). IA, through Kettering, is sponsoring Extension Reconsidered conversations, and is led by Scott Peters, Syracuse University, with a book planned for publication later 2014 from hosted events. Marion Rossi, CLA Associate Dean, interested in joining team. Dave Hansen, Sea Grant Program Leader, and Mary Arnold, 4-H Specialist, will co-lead OSU Extension Reconsidered team. CLA has gift funds to support this type of work and Sea Grant has been reviewing outreach avenues to include arts and humanities; also fits with Open Campus (Jeff Sherman). OR Humanities Foundation has funding for arts in communities. Extension Reconsidered team to be named in December, following conference call with Scott Peters, 12/5.

- Rebecca Badger: Extension Awareness Survey – working with DHM out of PDX. Using some historical questions, as well as questions about how citizens access information, online education, and education through traditional means. Survey to be launched beginning of year and conducted by phone with online component.

- John Punches: Lane County Extension office in Eugene will be in new location Dec. 2nd, Jefferson and 10th, Kaufman House (historic property). The move and property improvements to be completed with volunteers and contributed resources.

- Rotating Cabinet terms:
  - Thank you to John Punches, Lynette Black and Paul Doesher for their contributions to Cabinet.
  - 2014 Cabinet, new or continuing terms:
    - Derek Godwin, Regional Administrator representative (2014 & 2015).
    - Mark Edwards will continue as Ecampus faculty representative for another two-year term (2014 & 2015)