

University of Washington  
Faculty Council on Educational Outreach (FCEO)  
Friday, June 5, 2009 10:00 a.m.  
36 Gerberding Hall

Chair Leslie Breitner called the meeting to order at 10:05 a.m.

**Meeting Synopsis:**

1. Approval of minutes from the May 1, 2009 meeting.
2. Report from the Chair
3. Provide suggestions for Chair to include in her Annual Report
4. Review survey results and set in place a plan to move ahead with some focus groups and/or a more detailed survey

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**1. Approval of the minutes from the May 1, 2009 meeting**

The minutes were approved as amended.

**2. Report from the Chair**

Chair Breitner addressed the FCEO and stated she wanted the Council to go over the survey results and discuss some of the responses. *The survey results and responses are attached to this report.* Additionally Breitner will be writing the annual report for the FCEO and plans to send it around to Council via email in the coming week. She would like input from the Council regarding what to include in the report. She noted that she was considering the charge to this Council and was wondering if it should remain intact. Members have spoken and believe this Council has an important function. Bruce Balick, the incoming Faculty Senate Chair and State Representative Reuven Carlyle have taken an interest in the work of this Council. Carlyle would like to have a meeting with the FCEO in the near future on the topic of Learning Management Systems (LMS). Chair Breitner feels it could be an exciting time for EO and is looking forward to working toward a university model for DL.

**3. Provide suggestions for Chair to include in the Annual Report**

Wilkes suggested starting with a list of points Breitner feels would be important to highlight. Erdly suggested going through the minutes of the year and dissect the minutes and important points and action items. He recommended keeping the report to 2-3 pages. Breitner agreed and will email out a list of bulleted points. Wilkes noted that he feels this council has a dual purpose. It was originally developed as oversight group to the campus department of Educational Outreach. Additionally FCEO has learned that it is this Council's charge to make better the existing EO and serve as a liaison between faculty and that department. Breitner feels the Council's mission would suggest that we do have this oversight but it was clear that this was not the understanding of Faculty Senate. Ray

identified a campus-wide sense of confusion and lack of direction with Distance Learning. She felt it is important to represent the interest of faculty in creating DL courses and identify barriers to those who wish to move into DL. A brief discussion on the subject took place and members concluded that it would be in the best interest of everyone involved to keep the charge to this Council broader in form. The Chair agreed and feels it is best not to change the mission of this Council.

#### **4. Review survey results and set in place a plan to move ahead with some focus groups and/or a more detailed survey**

Meijer-Irons gave a brief presentation about the results to the survey she had conducted recently. She indicated there were over 200 responses and was pleased with the participation, given the small window of time she was working with. The survey results are attached to this report. Members discussed various topics within the survey including the delivery of the message as well as the results to the survey and the comments provided by faculty participants. FCEO members pointed out that it was clear that both support and learning curve issues were identified as top reasons faculty were not using DL as much as they could be.

Breitner felt it was important to make it known that FCEO is not suggesting every part of the UW become DL, but we do want to make it available to those who wish to offer it. She noted there was a lot of resistance to Szatmary's pilot program in the Senate Committee on Planning and Budgeting (SCPB). Breitner would like to turn a cost analysis into a student project next year, as it was a point of contention in the SCPB. She hopes to have a student compare the actual costs of starting up a DL course versus the start-up costs of a regular ground-based course.

The Council discussed the viability of forming a DL Focus Group. Breitner would like a list from Meijer-Irons participants from the survey who stated they were willing to serve. Wilkes suggested going through the questions and answers in planning the focus group discussions. Breitner asked the Council to think about other questions to ask the focus group and proposed doing another survey in the fall.

Szatmary informed the FCEO that he met with Tom Lewis and they discussed forming a group. He stated the Provost was not opposed to this and he asked the Council for their input. He noted that he will have more information about the goal of the group once he has the results from the pilot DL course experiment being launched this fall. He stated at his last count 30% of the courses were already full and he is anticipating a successful program. If it continues to be well-received then his office will consider ramping up the DL programs. He met with Representative Reuven Carlyle and they worked with the State Board of Community and Technical Colleges (SBCTC). Carlyle sponsored House Bill 1943 which calls for standardization of technology tools and learning management systems. The Bill passed. Carlyle indicated that he was impressed with UW's fee-based courses and how EO leverages the state funds.

Breitner thanked Meijer-Irons for her work on the survey. She noted the collection of data was important in looking forward to DL needs of the University. Breitner also acknowledged Szatmary's pilot and noted that if it is successful FCEO can use it as an example to faculty as well as the Administration. Szatmary noted that his model does give faculty the support they need for their DL courses. Breitner is hopeful that this is the first step in a successful development of DL programs for the UW. Wilkes asked for a list of faculty who are successfully doing DL courses for this Council to communicate with. He would like to see that list available to the Council in the first meeting this fall.

Chair Breitner thanked the Council for their attention this year. She sees a lot of value in their work and believes they have more work to do now more than ever before.

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The meeting was adjourned at 11:32 a.m.

*Minutes by Kelly Baker, Council Support Specialist  
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**Present:**      **Faculty:** Breitner, Erdly, Kyes, Meijer-Irons, Marsh, Wilkes  
                  **President's Designee:** Szatmary  
                  **Ex Officio Reps:** Brown

**Absent:**        **Faculty:** Harrison, Olavarria, Yeh, Zierler  
                  **Ex Officio Reps:** Albert, Allen, Brown