

**University of Washington**  
**Faculty Council on Educational Outreach**  
Thursday, February 1, 2007  
36 Gerberding Hall

Chair Rogers called the meeting to order at 3:04 p.m.

**Meeting Synopsis:**

1. Approval of minutes
2. Presentation of DL legislation proposal to Senate Executive Committee
3. Next steps
4. Policy for certificates embedded in fee-based degrees

**1. Approval of minutes**

The minutes from the January 4, 2007 FCEO meeting were approved with the following correction:

- Item 3 (Finalize Talking Points Document), paragraph 9: The first sentence is changed to “The committee agreed that the document will apply only to undergraduate courses.”

**2. Presentation of DL legislation proposal to Senate Executive Committee**

On the suggestion of Gail Stygall, Chair of the Faculty Senate, Margaret Rogers prepared a Power Point document which will be used to present the committee’s argument at the next Senate Executive Committee on February 12, 2007. Once approved by the Senate Executive Committee, the proposal will be presented to the Faculty Senate.

Gail Stygall also suggested that the presentation attempt to bring the Faculty Senate in at an introductory level. Erdly agrees and adds that the definition of distance learning should be kept as simple as possible.

The 2002 survey from the Registrar for Michigan State provided by Robert Corbett indicates that the University of Washington was relatively alone amongst its peers in making a separate notation on transcripts for DL or "virtual" courses. This data supports this committee’s proposal to remove the DL designator. However, Rogers is concerned that several of the universities did not reply to the survey. Their lack of reply can be taken to mean that they do designate DL courses. The blanks could bring up more questions. It may be best to point to a few of the most reputable institutions that do not designate DL courses.

Additional changes to the committee’s current draft of the DL legislative proposal:

- Change date of the draft to January 8, 2007.
- Chapter 15, Section 1, 9: change *f.* to “deleted” and renumber *g.* through *k.*

Review of Margaret Roger’s Power Point presentation to the Faculty Executive Senate:

- Slide 2 (What is a “DL” course?)

- Item 1 – the definition will be replaced by “The University of Washington adds a ‘DL’ designator to all undergraduate credit courses that are taken ‘50% or more’ using distance learning techniques.” (Bill Erdly)
- Item 2 – sentence will be changed to: “DL courses go through the same curricular review as any course on campus PLUS an extra level of review for approval as a DL course.”
- Slide 3 (How are “DL” courses evaluated?)
  - Item 2 – sentence will be changed to: “DL courses undergo an additional evaluation on the effectiveness of distance delivery.” This change will emphasize the fact that DL courses undergo an extra level of scrutiny.
- Slide 4 (Who teaches DL courses?)
  - Item 2 – sentence will be changed to: “Over 60% of instructors teaching a DL course are fulltime faculty.”
  - Item 3 – sentence will be changed to: “Any individual who teaches a DL or classroom-based course has to be approved by the unit.”
- Slide 5 (Problem)
  - Kyes suggest including how the students are adversely affected.
  - Will incorporate “Current Concern: The value of adding the DL designator to undergraduate courses is of limited or no value – and often creates confusion/concerns for external reviewers of UW undergraduate transcripts.” (Bill Erdly)
- Slide 6 (Why remove the DL designator?)
  - Item 2: sentence will be changed to: “Studies indicate there are no significant differences in student learning or student satisfaction between classroom-based and DL courses.”
  - Item 3: sentence will be changed to: “It is difficult to distinguish between classroom and mediated instruction courses as they are dependent upon individual faculty/instructor preferences.” (Bill Erdly)
- Slide 7 (Proposed Changes to Vol. Four, Part III of the University Handbook)
  - Item 2 will be moved to Slide 8.
  - Item 3: sentence will be changed to: “The requirement that the start and completion dates of DL courses be included on official UW transcripts has never been implemented and will now be deleted.”
- Slide 8 (What’s staying the same)
  - Delete Item 2 and 3
  - Item 2 – add: “Distance learning courses will continue to be coded in the student database for state and/or UW reporting purposes.”
  - Item 3 – add “There will be no change in residency requirements.”

**ACTION ITEM: Margaret Rogers will send the revised presentation to Shannon Tang for distribution to the committee.**

**ACTION ITEM: Dave Szatmary will send his copy of “No Significant Differences” to Margaret Rogers.**

**ACTION ITEM: Bill Erdly will send a copy of Arnie Berger’s study in which he compared DL and classroom delivery of the same course during the same quarter to Margaret Rogers.**

### **3. Next steps**

FCEO will recommend to relevant units that DL courses should be clearly designated in the catalog and time schedule. It is important that students are aware when courses are distance learning. FCAS may be interested in this issue as it has resource and monitoring implications. The committee will determine whether to pursue this issue at a later date.

### **4. Policy for certificates embedded in fee-based degrees**

The committee recommends that the last bullet item on the policy drafted by Dave Szatmary be changed to “Complete additional work beyond the core degree requirements to earn the certificate.”

Thomas Deardorff moved to endorse the policy. The motion was seconded by Randall Kyes and unanimously approved by the committee.

The meeting was adjourned at 4:06 p.m. *Minutes by Shannon Tang, Administrative Assistant, University of Washington Educational Outreach.*

**Present:**        *Faculty members:* Erdly, Kyes, Lam, Olavarria, Rogers  
                  *President’s designee:* Szatmary  
                  *ALUW:* Deardorff  
                  *ASUW:* Ju  
                  *GPSS:* Ting  
                  *PSO:* Corbett

**Absent:**        *Faculty members:* Keifer, Larson, Zierler