

**University of Washington**  
**Faculty Council on Educational Outreach**  
Monday, December 4, 2006  
36 Gerberding Hall

Chair Margaret Rogers called the meeting to order at 11:08 a.m.

**Meeting Synopsis:**

1. Approval of Minutes
2. Background Document and DL Issues
3. Draft of Proposed DL Legislation
4. Lifelong Learning Award
5. Degrees with Embedded Certificates
6. Other New Business

**1. Approval of Minutes**

Rogers moved to approve the minutes from the November 6, 2006 FCEO meeting. The motion was seconded by Zierler and approved unanimously.

**2. Background Document and DL Issues**

Zierler proposed that the committee preface the discussion with a background. Rogers agreed that the committee should provide a brief background. The bulk of the discussion is embedded in the preface to the proposed DL legislation.

Rogers proposed that the committee continue to develop responses to DL-related issues related to DL courses that may be brought forth by the Senate Executive Committee and Faculty Senate regarding the proposed changes to the DL legislation. This talking points document will allow the committee to set the stage for the proposed legislation and avoid knee-jerk reactions. Corbett will take the lead in pulling all the talking points together and preparing the final document. Corbett will finish the talking points document by January 3, 2007.

Issues/Responses:

- Defining DL courses
  - Although the committee previously agreed that defining DL courses is not within its purview, there is no real definition of DL on campus and it may be necessary for the committee to provide some criteria (e.g. at least 50% of instruction is done outside of the classroom for a course to be designated DL) that can serve as the foundation of future discussions.
- Discrepancy in use of DL designator for undergraduate and graduate courses
  - Currently, there is no DL designator for graduate courses. Although it is not explicitly stated in the Faculty Code, the implication is that the designator only

- applies to undergraduate courses. The committee will not seek to address this issue. However, if the Faculty Council asks if the changes apply to both graduate and undergraduate courses, the committee's response will be that the proposed changes to the legislation only apply to undergraduate courses. Since graduate courses do not have the designator, changes are not necessary.
- Approval process for DL courses
    - There is a perception that the approval process for DL courses is less stringent than that for classroom courses. The committee will provide a description of the approval process for DL courses.
    - Szatmary pointed out that DL courses actually go through a second screening in addition to the regular approval process because it is online.
  - Designating DL courses for students
    - DL courses will still be designated as such in the catalog and time schedule so that students will know when a course is DL.
  - Quality
    - According to Szatmary, in a 2001 or 2002 study, three instructors from three different departments taught the same course in both DL and classroom formats. The study found no significant differences in student outcomes. No Significant Difference is a book of citations of writings that assert that there are no quality differences between DL and classroom courses.
    - The committee will emphasize that instructors are evaluated in the same manner regardless of format.
    - Zierler pointed out that the School of Nursing also survey students about the effectiveness of technology.
    - In Zierler's opinion, the quality of DL courses should not be addressed because it is not up to this committee to determine quality. The committee agreed and will provide supporting evidence if asked, but will not address the issue otherwise.
  - Quality of DL instructors
    - The perception is that DL courses are associated more with adjunct, temporary, or hourly instructors.
    - Szatmary pointed out that approximately 60% of the individuals teaching DL courses are faculty. In fact, all instructors are approved by the academic unit.
    - Zierler stated that it is up to the college or school, not the Faculty Senate, to determine the quality of the instructors that teach its classes. The colleges are accountable for the quality of its instructors.

Zierler points out that not all faculty have filled out the forms designating their courses as DL. This needs to be rectified so that a true count of DL courses can be done.

Rogers pointed out that DL courses are not limited to Educational Outreach and should not, therefore, be the sole purview of this committee. Rogers will meet with the chairs of FCAS and FCSA to discuss collaboration between the committees on this issue and ask Gail Stygall to put this item on the January agenda.

Szatmary suggested that the committee's official statement should be that it supports the removal of the DL designator and time descriptor from official UW transcripts and that the committee is not requesting a change in residency requirements.

### **3. Draft of Proposed DL Legislation**

Changes to the draft:

- Part III, Chapter 15, Section 1, 9a: Add "the curriculum committee" after "proposing unit".

### **4. Lifelong Learning Award**

Szatmary would like to remind the committee that the award for faculty contributions to lifelong learning is coming up and nominations are needed. The number of nominations has decreased in the last couple of years. The university would like to make sure that the recognition continues. Szatmary will e-mail the criteria for the Lifelong Learning Award to the committee.

### **5. Degrees with Embedded Certificates**

Szatmary requests the input of the committee regarding the issue of whether students should receive a degree as well as the certificates embedded in that degree. On the transcript it looks like the student has completed more coursework than they actually have. Should this be left up to the units or should it be consistent across the university? Szatmary would like to discuss this issue further at the next FCEO meeting so that he can develop guidelines.

### **6. Other New Business**

At the next FCEO meeting, Rogers would like to discuss identifying new members for this committee.

The meeting was adjourned at 11:53 a.m. *Minutes by Shannon Tang, Administrative Assistant, University of Washington Educational Outreach.*

**Present:**        *Faculty members:* Olavarria, Rogers, Zierler  
                      *President's designee:* Szatmary  
                      *PSO:* Corbett  
                      *ASUW:* Ju

**Absent:**         *Faculty members:* Erdly, Keifer, Kyes, Lam, Larson  
                      *ALUW:* Deardorff  
                      *GPSS:* Ting