

CAAHE

Consortium for the Advancement of Adult Higher Education

Curriculum Commission

Biennial Meeting June 12, 2008

Present:

Karen Bilda, Chair: Curriculum Commission, Cardinal Stritch University
Michael Manning, Vice-Chair: Curriculum Commission, Indiana Wesleyan University
Bonnie Dingus, Albertus Magnus College
Daria Ransome, Averett University
Julia Rodemeier, Cardinal Stritch University
Colleen Smith, Cornerstone University
Dr. Ella Bush, Indiana Wesleyan University—Guest
Dr. Jerry Shepherd, Indiana Wesleyan University—Guest
Michelle Hawkins, IPD Liaison, IPD Director of Academic Services
Priscilla Dreisbach, Montreat College

Welcome and Introductions:

Karen Bilda opened the meeting by welcoming participants and by asking Commission members to introduce themselves, stating the school they represented and their position.

Election of Vice-Chair and Secretary of Curriculum Commission:

At the conclusion of this meeting, Karen Bilda will step down from position of Chair of the Curriculum Commission, and Mike Manning as Vice-Chair, will assume position of Chair.

Election of Vice-Chair: Julia Rodemeier was nominated by Karen Bilda; nomination seconded by Colleen Smith. Upon her acceptance of the nomination, Julia was unanimously voted to position. Motion carried.

Election of Secretary: Priscilla Dreisbach was nominated by Michelle Hawkins; nomination seconded by Mike Manning. Upon her acceptance of the nomination, Priscilla was unanimously voted to position. Motion carried.

Review of Curriculum Commission Bylaws:

- Throughout the Curriculum Commission bylaws document, “annual” needs to be changed to “biennial” as appropriate.
Action item: Michelle Hawkins will send out an edited e-copy of the CAAHE Bylaws of Curriculum Commission.
- Rather than send meeting minutes to all Curriculum Commission representatives (CAAHE *Bylaws of Curriculum Commission*, Article III: Officers and Duties 3.02 D), Priscilla Dreisbach will send the minutes to Michelle Hawkins to post.
Action item: Michelle Hawkins will post the minutes on the IPD Curriculum Commission Web page.

- Colleen Smith moved to accept the changes; seconded by Michelle Hawkins; motion carried by unanimous vote.
- The Academic Services Conference in spring 2009 is not ruled by the Curriculum Commission bylaws.

Reports from Consortium Schools on Curriculum Issues:

Colleen Smith—Cornerstone University

Cornerstone University was approved to offer an MBS online with an international focus, beginning in August.

In August, several networks will be carrying a report by Bryant Gumbel on “Hidden Gems in Higher Education,” in which Cornerstone University, one of five institutions featured in 5-minute segments, was able to highlight the school’s Christian worldview and international focus.

Cornerstone University is hoping to stimulate growth by adding new locations and degrees:

- Business: adding three new tracks
- Education tracks: leadership, technology, and reading
- Associate track: human services
- New site: Lansing, MI

Bonnie Dingus—Albertus Magnus College

Albertus Magnus College is now offering a 48-credit hour MBA (includes prerequisite hours) in addition to their MSM.

Albertus Magnus College continues to find it challenging to get curriculum writers to follow good form; the Writing Consultant Checklist has been a big help in moving writers closer to achieving quality modules.

Suggestions/helps from other Commission members:

- Cornerstone University has one-on-one training with new writers and requires IPD’s *Principles of Instructional Design* tutorial.
- Indiana Wesleyan University does a once-a-year training which is not required but those who complete this training get preference when module work is assigned. This training also counts toward one of the two required faculty development sessions (faculty members are taken completely out of the pool if they do not participate in any faculty development activities).
- Cardinal Stritch University and Montreat College also strongly encourage writers to complete IPD’s *Principles of Instructional Design* tutorial. Montreat College also meets one-on-one with new writers if possible and provides a printed guide to writing modules.

Karen Bilda and Julia Rodemeier—Cardinal Stritch University

Cardinal Stritch University will begin soon to offer their MBA online.

For Cardinal Stritch University faculty benefit, Karen Bilda put together for three regions a publisher panel on Web accessed resources, hoping to convince faculty of the value of Web resources once they saw them demonstrated and to encourage faculty to write more technology into courses; faculty have been responding positively and usage of Web resources is increasing.

Cardinal Stritch University is developing and running multiple tracks within degrees for broader coverage of disciplines.

Mike Manning—Indiana Wesleyan University

Indiana Wesleyan University is in the middle of upgrading and transitioning to MS Office 2007.

Indiana Wesleyan University conducted a Web access training in June and July that counted toward one of the two required faculty development sessions.

(Faculty members are paid a stipend of \$25 to attend 4-hour workshops.)

Indiana Wesleyan University's "brown bag" in-service sessions that meet over the lunch hour from 11:00 a.m.–1:00 p.m. have proven to be very popular and also count toward the required faculty development training.

Indiana Wesleyan University faculty must attend one offered session (i.e., Academic Honesty, Faith Integration), but a second can be from a variety of sources.

Question from Julia Rodemeier Q: Would it be possible for Indiana Wesleyan University to share their training session with consortium schools? A: That would depend on how generic the sessions are.

Indiana Wesleyan University is adding specializations to their MBA. These specialization courses, added to the core ground program, are only offered online and are offered on a rotation basis allowing students to have some freedom in deciding which courses they'll take and when they will take them.

In partnership with a local company, Indiana Wesleyan University is experimenting with live video program delivery using Lily Grant money. Currently they have two associate cohorts and one bachelor cohort.

- Generally going well but have found problems due to having different time zones in the teaching area.
- The system works better with only a two-city link rather than a three-city connection.
- Issues with copyrighted material, group work requirements, firewalls, and interference from storms.
- Experimenting with hybrid live video and Skype.

Indiana Wesleyan University is also offering liberal arts and elective courses as hybrid online/on ground as well as offering non-core courses in a non-lock step delivery model where students actually select their own courses and design their own schedule as needed.

Indiana Wesleyan University has partnered with Virtual Learning Curve out of Oklahoma to provide simulations for mastery learning in their MBA program.

Every course is a virtual business and throughout the course, students work virtual jobs. (Note. IPD also offers virtual simulations.)

Dr. Ella Bush—Indiana Wesleyan University (Education)

Indiana Wesleyan University Education department is developing specializations within their education degrees.

Indiana Wesleyan University to address diversity issues is combining cohorts for some courses.

Indiana Wesleyan University is also putting some seminars online.

Indiana Wesleyan University's Dr. Bush expressed interest in exploring module creation templates.

Priscilla Dreisbach—Montreat College

Montreat College has been busy with course development and module creations for two new graduate degrees: Master of Education (K-6) and Master of Science in Management and Leadership. Both programs are successfully off the ground. Montreat College is still in the discussion and planning stages for several additional degrees.

Montreat College's MBA online degree hit a snag and has been shelved, hopefully just temporarily.

This spring, IPD's Bob Barnes was keynote speaker for our faculty in-service, speaking on online program delivery and/or various ways to incorporate online elements into on-ground teaching. His presentations were very well received by our faculty.

Daria Ransome—Averett University

Averett University will be offering three new graduate level degrees in September—all online.

Averett University writers are in the process of developing the curriculum.

Michelle Hawkins—IPD

Strongly encouraged all members to complete the IPD Curriculum Coordinator online training.

Meeting adjourned 10:45 a.m.