Policies & Procedures Committee

UAB eLearning

Minutes

Tuesday, February 9, 2016
Magnolia Office Park South, Suite 200
10:00-11:00AM

Attendees. Dr. Donna Slovensky (Chair), Dr. Scott Boyar, Dr. Catherine Danielou, Dr. Elizabeth Fisher, Dr. Nataliya Ivankova (by phone), Dr. Jackie Moss (by phone), Dr. Betty Nelson, and Ms. Allison Solomon. Cynthia Helms attended to take Minutes.

Dr. Donna Slovensky called the meeting to order at 10:04 AM.

The Committee decided at the last meeting on December 8, 2015 that projects assigned are complete. The Committee will focus on the Quality Matters Implementation Plan.

QM Implementation Plan Objectives

• utilizing the rubric standards for solid course design;
• providing professional development opportunities to faculty and staff for engaging in peer reviews and applying QM principles; and
• supporting QM and subscriber managed formal reviews for recognition.

Dr. Slovensky summarized that we need to identify faculty among our schools who are interested, emphasizing that UAB eLearning pays for the certification. Committee members were asked to share this training opportunity with department chairs as well as non-research colleagues, emphasizing that certification enhances faculty portfolios. Post-meeting Follow-up. Cynthia distributed the current list of UAB-Certified QM Peer Reviewers and Master Reviewers, the UAB QM Budget for 2015-2018, and the steps to become a Master Reviewer.

Next Steps

1. Add UAB-Certified QM Peer Reviewers and Master Reviewers. If more than 5 Peer Reviewers and 7 Master Reviewers become certified during the 2015-16 fiscal year, schools/college will be responsible for payment.
2. Dr. Fisher and Samira Laouzai are organizing a list of online courses for review by the PPC based on highest student population, targeting for reviewer certification, etc.
3. Dr. Fisher is completing the Online Learning Consortium scorecard using information from the Gap Analysis.
4. Devise a disaster relief plan so that faculty and students may function in the event of a natural disaster. (Consider the effects of the 2014 tornado on the University of Alabama.)

Dr. Slovensky adjourned the meeting at 10:59 A.M.

The next meeting of the Policies & Procedures Committee is scheduled for Tuesday, April 12th at 10:00AM in MOPS 200.