Policies & Procedures Committee

UAB eLearning

Minutes

Tuesday, April 12, 2016
Magnolia Office Plaza South, Suite 200
10:00-11:00AM

Present. Dr. Donna Slovensky (Chair), Dr. Scott Boyar, Dr. Catherine Danielou, Dr. Elizabeth Fisher, Dr. Jackie Moss, Dr. Betty Nelson.

Absent. Dr. Nataliya Ivankova, Ms. Allison Solomon

Dr. Donna Slovensky called the meeting to order at 10:07 AM.

Discussion Items
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.
   b. SHP – Beth Barstow and Nancy Borkowski (Master Reviewer); SoPH – Stacey Cofield and Dale Dickenson (Master Reviewer); SoB – Alicia Clavell

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.
   a. UAB’s list of QM approved courses is available at: http://www.uab.edu/elearning/faculty/quality-matters/qm-recognized-courses
   b. Identified courses include: SHP – HRP/HAS 650 and HCM 350; SoPH – ENH 600 and Epi 610; EDU – HE 141, HE 408/508, ECY 300, ECU 600; SoB - BUS 350, AC 200, FN 310, IS 303, QM 215

3. Dr. Fisher is completing the Online Learning Consortium scorecard using information from the Gap Analysis.
   a. This task is near completion; a full report will be given at a later date.

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.)
   a. The focus should be on academic continuity in the aftermath of a disaster that interrupts academic operations. The dynamic syllabus on Canvas will meet some needs, although this should be addressed from the perspective of the University’s Information Technology strategic plan. We should recommend to University Administration that this issue be addressed, possibly with the University of Alabama plan as an example.
New Discussions / Next Steps

1. Discussion of naming new members to the committee. Specifically, Dr. Nelson is retiring from the University May 31, 2016 and Dr. Moss's term will end after this year.
2. Should the committee be re-configured / re-chartered as something other than Policies/Procedures?

Dr. Slovensky adjourned the meeting at 10:53 A.M.

The next meeting of the Policies & Procedures Committee is scheduled for Tuesday, June 14th at 10:00AM in MOPS 200.