

**THE UNIVERSITY OF LOUISIANA AT MONROE**  
University Electronic Learning Committee  
September 18, 2007

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**Members Present:** P. Thornhill, A. Tan, S. Choo, D. Williams, M. Camille, A. Allen, B. Smith, D. Troxclair, D. Glaze, M. Wells, R. Jones

**Members Absent:** P. Wiedemeier (excused), N. Campbell (excused), R. Hanser (excused), G. Eller (excused), M. Beutner (excused), Shannon Banks (excused)

This meeting was called to order by Paula Thornhill on Tuesday, September 18 at 12:00 in Hanna 250. The agenda items were as follows:

**Item 1 – Online Seminar—Quality Matters: Does Your Online Course Meet the Standards?**

Committee members and other faculty members participated in the seminar.

Faculty members who are not UELC committee members included the following: Jan Corder, Chris Johnson, Marilyn McIntosh, Tommie Church, Kristi Davis, Robyn Jordan, Juliet Burgess, Rochelle Gilbert

**Item 2 – Discussion of QM rubric and application to online courses**

Committee members will be given access to a more detailed rubric than the one offered in the seminar program. Each member will apply the QM rubric to an existing online class. The exercise will be a learning experience for the evaluator and the course developer (members may evaluate their own course if they so choose).

**Item 3 – Selection of courses to evaluate**

Committee members who have access to an online class indicated the course they would like to evaluate. Permission to examine an existing course will be secured for those committee members who do not have access to an online class to which they can apply the QM rubric.

**Item 4 –Support plan for evaluating courses**

An expanded QM rubric will be sent to committee members to apply to their designated course. A discussion board for support and exchange of ideas will be set up on the Committee's Blackboard site.

**Item 5—Report on outcomes and impressions**

The University Electronic Learning Committee will meet on Thursday, November 15 to report on the outcomes of their course assessment using the QM rubric.

**Item 6—SELECT Grants**

Committee members were reminded that SELECT grants are due on October 12. There was discussion related to existing grants and intended submissions. Members were encouraged to participate in the program and submit a grant.

There being no further business, the meeting was adjourned at 1:30.

Respectfully submitted,

Dr. Rhonda Jones  
Director of Continuing Education