**Academic Affairs Committee**

**Minutes for Meeting No.11**

**Wednesday, March 27, 2024**

**6:00 P.M.**

**Circus Room, Bone Student Center**

**Call to Order** 6:03

**Present:** Nikolaou, Pancrazio, Su-Russell, Werner-Powell, Blair, Monk, Smith, Holland, Hurd

**Absent:**Seifert, Gonzalez

**Guests:** (1) Cooper Cutting, *Assistant Vice President for Academic Planning*; (2) Alice Maginnis, *Deputy University Counsel*; (3) Emily Jones, *Professor of Kinesiology & Provost Fellow*

**Public Comment:** None

**Order of Business:**

1. Approval of *Minutes#10AAC03.07.24*

Moved: Pancrazio, second – Blair, unanimous approval

1. Distance Education

The group discussed policy 4.1.21. Maginnis gave an overview of the changes to the distance education portion of the law from the Department of Education. They set common accreditation standards for accrediting bodies such as HLC must follow. The standards outline how faculty should engage with students online and what qualifies as a distance education course.

Pancrazio asked about how we define substantive interaction. Cutting pointed out the section of the policy, but there was a need for a more direct explanation, which Jones gave. A self-graded quiz would not be considered substantive. Jones suggested a paragraph response to a prompt that was graded with a rubric with instructor feedback. Maginnis said a group discussion would count. Pancrazio questioned how much the students had to interact and not just the faculty. Nikolaou asked if the note was from the law and Maginnis said that it was. The second half of the policy is straight from the law. Jones explained that faculty will need to show how they are meeting the learning outcomes. Nikolaou questioned the role of third party generated content and asked if they count as substantive interaction. If the instructor developed the videos, that would be considered instructor interaction, but there must be more than videos. Blair asked what part of the policy is under our discretion as it seems most of it is from the law. Nikolaou mentioned that we will need to add the clause “or the Dean of the Mennonite College of Nursing” when referring to the department chair/school director.

Nikolaou asked why we use the term on campus rather than in person under the program modality. Maginnis responded that we have to report the location of programs. She suspects that’s why we use that term. It relates to physical proximity to the instructor. It also makes it clearer in comparison to the course modality. Under Course Modality Determination, need to add college to the chair/director for programs that do not fall within a department/school. The percentage of online time was adjusted to match the registrar’s website. The committee reviewed the policy through the Asynchronous vs Synchronous section.

**Adjournment:** 6:55 p.m.; Moved – Blair, Second: Nikolaou, unanimous support