

# MEMO

To: Candyce Reynolds, Chair Ad Hoc Committee on On-Line Learning  
From: Gwen Shusterman, Presiding Officer, Faculty Senate  
Re: 2011-2012 Charge to Committee

## Charge to Ad Hoc Committee on On-line Learning

Following the Senate Steering meeting discussion on Monday, we would make the following recommendations for the coming year. The major charge is number 5, to craft the senate constitutional amendment to establish this committee as a standing committee of the senate. The other parts form a time-line of tactical steps to achieve the goal.

1. Meet with the new director for the Center on On-line Learning, Gary Brown, to establish a working relationship between this unit and the faculty. This would include orienting the director to the PSU Senate/faculty rights and responsibilities as defined in the constitution and how the interactions between the center and committee might function.
2. Work in conjunction with Center to define the mission or goal for PSU's online presence. This would include justification for why a particular focus or program would be at PSU. Also, engage in conversations with the Center and faculty to lead to an understanding of opportunities and limitations of on-line courses here at PSU.
3. Work with the Center to establish polices around best practices in on-line learning.
4. Develop policies to support departmental choices or plans for level of involvement in on-line delivery of courses. Establish a process for approval of on-line courses, in consultation with UCC and GC.
5. Work to develop the constitutional amendment establishing this committee as a standing faculty senate committee. Goal: written by end of February, to allow full voting process and staffing of the committee for the academic year 2012-2013.
6. We support continued work on the issues raised in the May 2011 report to faculty senate. In particular, issues regarding fee and fee structure, faculty workload, curricular review, and copyright, ownership issues should be discussed and where possible guiding policies established.

October 20, 2011