Blended Learning Taskforce Meeting
October 31, 2014, 11:00 am
Summary

Present: Amanda Balkhi (student - by phone), Dr. A. Cantrell, Dr. S. Hanson, Dr. A. Kane, Dr. M. Marsiske, Dr. J. Pomeranz

- **Camtasia Licenses**
  Dr. Hanson notified that Taskforce that all Camtasia licenses have been distributed out to the departments.
  - Dr. Hanson noted that all members of the Taskforce should have a Camtasia license if they are teaching in a blended learning format.
  - Each department should have at least one additional license. Licenses can be recycled if it is not being used in its original assignment.
  - The Dean’s Office will not provide more generic licenses beyond what has been given. If departments need more licenses, representatives can contact Geof Gowan to assist with a bulk order discount. Any additional licenses will be at the department’s expense.
  - **Action Item:** Taskforce members will work with their departments to decide how to distribute the licenses to faculty who need to use them for blended learning courses.
  - **Action Item:** Dr. Hanson or Dr. Hack will send the Taskforce a list of who has licenses in each department.
  - **Action Item:** Dr. Hack will look into the regulation on the usage of one license on multiple personal devices such as a laptop, home desktop, and work computer.

- **Fall Student Survey Results**
  Dr. Marsiske presented a PowerPoint summary of the results from the first fall student survey.
  - Dr. Marsiske noted that the survey results were not separated out into sections yet, and there was a great deal of commonality in responses across sections. Overall, most students expected to come in to blended learning with positive affects.
  - The Taskforce must review ways to inform students on organization and how to be successful in blended learning courses.
  - Questions on the post survey will focus on determining time commitment and strategies for success in blended learning courses. These responses will help future students through a blended learning orientation.
  - Dr. Pomeranz suggested using Canvas to view the time commitments and online access of successful students in previous courses. This information can also be used to help future students in a blended learning orientation.
• The fall post survey will be live on November 15th and the goal is to disseminate it to students prior to the official student evaluations at the end of the semester.
• **Action Item:** Dr. Marsiske will update the post survey questions to reflect past tense and add questions that will investigate time requirements, organizational strategies, group functioning and any changes in evaluation of blended learning.
• **Action Item:** The Taskforce will review the post survey at the next meeting to determine if all survey questions will work for both blended and non-blended course evaluations.
• **Action Item:** At the next meeting, Dr. Marsiske will present a quick summary of responses separated by whether or not the students have ever taken a blended learning course before.
• Action Item: The Taskforce will look into creating an orientation to blended learning for students. From initial student responses, it is clear that an instructional guide to blended learning would be beneficial.

• **Action Items for Follow Up**
  • Dr. Hanson will send an email to PHHP faculty announcing the new PHHP syllabus template pending decision on use of blended learning statement.
  • Michelle emailed the updated template to Dr. Hack, and it will be uploaded once revisions are made to the Blended Learning website.

• **Active Follow Up Items**
  • Taskforce members will choose a course and schedule a time with Dr. Hack to work it through the blended learning process.
  • The Taskforce will determine from which level the push for template use will come from. The PHHP Curriculum Committee needs to know how strict the template implementation is in order to guide their review decisions.
  • The Taskforce has reviewed the three tutorials and given feedback to Dr. Hack; revisions in process.
  • Dr. Hack will draft a plan for developing tutorials and workshops. The Taskforce’s departmental representatives will check with their faculty to determine their instructional design needs. Polls to assess needs may be done at upcoming departmental meetings to bring back to the Taskforce.
  • The group will consider finding a higher level public health undergraduate student working with Dr. Moorhouse who may be interested in joining the taskforce.

• **Completed Follow Up Items**
  • Dr. Hack has revised the Consultation Questions document and will implement it for new consultations.
  • Dr. Marsiske and Dr. Cantrell sent their course additions for the Blended Course Table to Dr. Hack.

• **Pending Follow Up Items**
  • The PHHP Curriculum Committee will solicit feedback on the template from faculty in mid-Spring
  • The Taskforce will lay out a systematic process for connecting new faculty to resources.
• Dr. Hack will take the next steps to have a broader conversation with UF on copyright and FERPA issues.
• Dr. Cantrell will report back on the functionality of G-301 for a blended learning course as the fall semester progresses.
• The Taskforce will look at the University of Minnesota’s blended learning program in their Center for Allied Health Programs, since it is similar to our PHHP set-up (http://cahp.umn.edu/blended-online-learning).
• The Taskforce will consider the constellation of trainings and activities that should be required for the blended learning certificate.
• Dr. Hack has requested the taskforce to share assessment tools effectively used in their flipped courses.

**Next meeting: November 14, 2014**

Attachments:

- Blended Learning Survey Results Fall 2014
- Blended Learning Survey PowerPoint