Blended Learning Taskforce Meeting  
December 12, 2014, 11:00 am

Summary

Present: Amanda Balkhi (student), Dr. M. Bishop, Dr. A. Cantrell, Dr. G. Hack, Dr. S. Hanson, Dr. C. Harle, Dr. A. Kane (by phone), Dr. M. Marsiske, and Dr. J. Pomeranz

- **Student Focus Groups**
  Dr. Hack announced his interest in leading student focus groups for blended courses.
  - Dr. Hack suggested that the focus groups may provide valuable in-depth information regarding the students’ blended learning experiences.
  - The Taskforce could compare trends in the survey responses with the focus group responses to better understand what is going on with blended experiences.
  - The Taskforce agreed to a systematic approach to the focus groups. Members will review the survey questions to determine specific and focused questions they would like to incorporate or create for the groups.
  - **Action Item:** Interested faculty will schedule focus groups with Dr. Hack.

- **Survey Results Summary PowerPoint**
  The Taskforce reviewed a PowerPoint summarizing the student responses from the pre- and post-surveys.
  - Dr. Marsiske noted that there was a small increase of student preference for blended learning as opposed to traditional learning.
  - Student concerns included group construction, time spent on work outside of class, time management, course expectations, and online navigation guidance.
  - Student advice included emphasizing preparation and time management, changing groups frequently, enforcing group accountability, and refreshing outside work and lectures briefly in class.
  - The Taskforce discussed some questions that might be more leading than they should be, as well as ways to modify these questions.
  - **Action Item:** Dr. Hanson and Dr. Hack will revise the survey and send it to the Taskforce. The survey will be ready for distribution to students at the start of spring semester.
  - **Action Item:** A handout will be created from student survey responses to assist new blended learning students with best practices and strategies in BL courses.

- **Online Education Excellence Award**
  - Dr. Hanson announced this award from the Provost’s Office and highly encouraged Taskforce members to apply.

- **Action Items for Follow Up**
• At the next meeting, the Taskforce will discuss operational planning for the upcoming year.
• Dr. Bishop will look into IRB issues to see if an IRB needs to be submitted.

**Active Follow Up Items**
• 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.
• 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.
• Dr. Hanson or Dr. Hack will send the Taskforce a list of who has licenses in each department.
• 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.
• 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 verified the availability of extra licenses.
• Dr. Marsiske updated the post survey with the additional open-ended questions and sent it to the Taskforce. The survey went live on Nov. 15th.

**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](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: January 9th, 2015**

Attachments:

[Blended Learning Fall 2014 Survey Results PowerPoint](#)