

**Kinesiology Online Academic Affairs Committee Meeting**  
**October 26-27, 2006**  
**Thursday 1:00 – 4:00 PM; Friday 9:00 - Noon**  
**Austin, Texas 78701**

Present: Zenong Yin, UTSA; Wan Yao, UTSA; Sue Mottinger, UTPA; Jim Schwane, UTT; Darla Smith, UTEP; Zero Eldridge, UTPB; Marta Hubbard, UTTC; Rob Robinson, UTTC; Jennifer Rees, UTTC; Lori McNabb, UTTC

Jim Schwane, Chairman, welcomed the attendees and called the meeting to order.

The minutes were read from the May 2006 meeting and were approved.

**UTTC Overview**

- UTTC academic programs continue to grow (12-15%)–10,400/year
- Reviewed financial info
- UTTC Annual Report
- Strategic Plan – UTTC a part of the System Plan
- Distance Education will be a focus of the next legislative session
- Revamp of TIS – TIS II – March 15, 2007
- THECB and Undergraduate Course Redesign – RFP statewide
- License of National Repository of Online Courses (NROC) -- RFP Systemwide
- Professional Development Online continues to grow
- Course platform discussion – upgraded to Blackboard 7.0 and will upgrade to 7.1 and stay awhile
- Innovations in Online Learning Conference 2007

**Course Schedule Update**

Dr. Georgios Stylianides has left UTPB and is no longer a part of their faculty. As a result UTPB will not be teaching the Applied Biomechanics course and should be removed from the Course Schedule. Updates were made, and some were left uncertain. Yao Wan will let Marta know if Nutrition in Health and Disease will be taught in Spring 08. Yao Wan will explore the possibility of UTSA teaching the Applied Biomechanics course. Sport Psychology has the following course number at UTSA – KAH 5033.

**Enrollment and Retention Numbers**

Discussion of why the retention rates are lower in the Fall than other semesters was discussed. Many students begin in fall, and some do not listen to the advisor and take too many courses and end up dropping courses.

*Action Item:* Yao Wan will identify an advisor and will inform Lori McNabb.

UTSA will be degree granting in Fall 07.

The committee decided that the program is doing okay concerning the numbers of students.

### **Evaluation Data**

Evaluation data was reviewed. Darla Smith requested that two questions be added to the program questions. The questions are part of UTEP's evaluations. The questions are:

- 1) Provide an overall rating of the instructor.
- 2) Provide an overall rating of the course.

Sue Mottinger made a motion that the two questions be added to the program questions. Zero Eldridge seconded the motion. After discussion, the motion passed.

*Action Item:* The questions will be added to the program questions on the Evaluation form.

### **Academic Issues**

- New Faculty  
Zero Eldridge introduced two new faculty to teach for UTPB.

Camille Cassidy is a new faculty member at UTPB. She is a member of the graduate faculty. She has received training at UTPB and will come to UTTC training in Spring 07.

Patt Dodds is proposed to teach a single course for UTPB and for one time. She will be hired as an adjunct professor. She taught at UTPB in the past, and she has retired from her present position, but she is pleased to teach an online course.

Vita for both proposed faculty were passed out to the group. After discussion that covered both Thursday afternoon and Friday morning, both faculty members were approved by the committee.

*Action Item:* UTSA will propose a faculty member to teach the Research Methods course in the future. Yao Wan will introduce the faculty member at the next meeting. He agreed that this faculty member would attend Spring 07 training at the UTTC and will shadow Curtis Hart and/or Sue Mottinger. Yao Wan, UTSA, will also shadow Darla Smith in the Applied Biomechanics course in Spring 07. He will attend UTTC training in the Spring 07.

- Tuition and Fees Variance  
The committee reviewed the tuition and fees as known, and it was agreed that there was a wide difference in the amounts. Is this a problem? Students will tend to plan to take courses from institutions with lower tuition and fees.
- UTTC KINO web site.  
Jim Schwane reminded all of the participating campuses to be sure the campus web site was up to date on data for the degree program.
- Textbook Information  
This is not a problem on any of the committee member's parts.

- Advisor Access to TIS data

It is legally possible for this data to be shared, but it will not be possible with the next version of the TIS. It is possible that it can happen in 18 months to 2 years.

### **Academic Integrity**

Lori McNabb and Michael Anderson gave the presentation on Academic Integrity that they presented at IOL 2006. Handouts were passed out.

Jennifer Rees informed the group about the marketing efforts, and she requested more student interviews and faculty profiles as shown in the Annual Report. She was complimented on the report. Yao Wan will meet with her about possible markets in China.

### **Academic Issues Continued**

- Graduate Survey  
The committee reviewed the Graduate Survey they created and that Lois Hale sent to all graduates of the program. It was agreed that Jim Schwane will speak to Lois Hale and will take responsibility for the survey.
- Development of Undergraduate Courses  
The committee is interested in developing Anatomy and Physiology. Darla Smith and Zero Eldridge will look at the NROC materials and develop a plan.
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### **External Program Review**

Discussion as to how and when action should be taken concerning the External Program Review took place. It was voted upon that the Committee will move forward and try to have this underway by the end of the year.

The following items are needed to provide an external reviewer:

- Updated vita of faculty\*
- Numbers of Graduates\*
- Graduate Survey
- Course Evaluations (possibly aggregate data)
- Admission Criteria\*
- Handbook of Operating Procedures
- Institution Effectiveness Plans\*
- Enrollment Completion Data
- Average GRE and/or GPA scores\*
- Program Description\*
- Description of Culminating Project\*
- Minutes of AA Meetings
- Access to Courses
- Access to Website for program

The UTTC will send the template to the committee members. The UTTC can provide access to the courses to the external reviewer when identified.

The items with \*s above need to be sent to Marta Hubbard in electronic format before Thanksgiving.

Jim Schwane will talk to Lois Hale about the possibility of Robert Carlson being the external reviewer.

**New Business**

There will be a two day meeting in April 2007. Please send available dates to Marta Hubbard as soon as possible.

Lori McNabb gave a presentation on the upgrades made to the Blackboard portals.

The meeting was adjourned.