QEP Leadership Meeting
July 20, 2010 Minutes

Members Present: Karen Downey, Pat Sanger, Drew Nelson, Nikki Thompson, Lynn Goswick, Dwight Rhodes, Linda Matteson, Johanna Hume, Rhonda Boone, Dena Faust, Chris Chance.
Not Present: Bill Lewis, Jarrod Butcher

I. House Bill 2504: Charzetta Fleming has developed our new online site for faculty syllabi, vitae, etc. (Update: The site is now available, and information is due online by 9/3/2010.) Drew stated that this would have no impact on the QEP.

II. Project Manager Software: Bill Lewis reviewed the software. ACC already has a license for it. Pat suggested that Sandra Buso in DEID could input all the QEP information into Project Manager as she is very familiar with it and already uses Gantt charts. These charts and Project Manager overall are excellent ways to document the committee actions, both past and present. Sandra can input information from the past year as well as future plans.

III. Web Courses: Dena Faust defined the three types of online classes that ACC offers. These are internet, hybrid and web-enhanced. Internet is close to or 100% online. Hybrid is a combination but typically the online component takes the place of some in-class time. Web-enhanced courses have regularly scheduled classes. These courses are supplemented online such as posted syllabi and online testing.

Dena presented statistics for online, hybrid and web-enhanced classes. However, she stated that the numbers were deceptive as many section numbers are combined in Blackboard. Pure internet classes (124 for the three semesters studied) and hybrids are relatively straightforward. Web-enhanced are harder to track due to this section number/combination issue.

Semester	Internet	Hybrid	Web-Assisted	Unique Class Sections
Fall 2009	124	22	423	999
Spring 2010	142	33	458	994
Summer 2010	96	16	218	432

Note: This data may not be an exact reflection of the number of sections using MyBlackboard. We have many "combined" sections in which multiple unique sections are combined into one section in Blackboard. For example, the entire nursing program is in one section. Every nursing class that a student takes for a 2-year span is in one section in Blackboard.