

**Online Education and Microcredential Council (OEMC)**  
**2020-2021**  
**February 17, 2021**  
**SYNCHRONOUS MEETING via Zoom**

**Proposed Agenda (Meeting #19)**

**Consent Agenda**

- Approval of Meeting #18 (2.10.2021) minutes

**Continuing Business**

- Review OEMC Charges from UCC (2020-2021) (all)
  - Report on and monitor the effectiveness of the pilot, including selection and rationale for the metrics used along with the results and final recommendations.
  - Revise SAIL forms/questions related to hybrid and online courses and programs in partnership with UCC.
  - Create a proposal form and process for review and approval of microcredentials in partnership with UCC.
  - SAIL revision updates (Erica)
    - course cap information and accessibility question revisions

**New Business**

- Revisit “Master Class” discussion (Super Group V2 (Bradford, Eric, Kim, & Robert); for reference:
  - [OEMC Super Group Working Draft](#)
  - From previous meetings:
    - [Master course definitions](#)
    - [Master Course: Key Difference in Educational Delivery Methods](#)
- [OEMC website](#) updates (Erica - with much gratitude for **Krystal Vanden Bosch** and **Zach McCurdy**):
  - Working to get this research (see [OEMC Course Capacity Resources and Relevant Research](#)) added to the [Information on Course Caps in Online and Hybrid Courses webpage](#)
  - [OEMC exemplar](#) is now in HTML and also updated
  - SAIL forms now include text boxes in the “course capacity” section and proposers are prompted to complete the additional question if the proposed course cap is above 25; red asterisk in question three (in “Online Rationale”) now appears at the end of the question
  - When/where applicable, “OEC” has been changed to “OEMC” across GVSU’s webpages
  - [Faculty Peer Review Rubric for Online and Hybrid Courses](#) is available as a .docx and writable .pdf - no longer behind a firewall but accessible to the public
  - [OEMC Policies and Procedures webpage](#) has been updated (of note, the “15% rule” related to determining if a course is “hybrid” has been removed and the OEMC’s updated definitions of hybrid and online courses now appear on this page)

- Microcredential Application/Approval Process webpage updates:
  - [The Part 1 and Part 2 forms](#) now also show up on [GVSU's "Digital Badges" page](#) (see "For Faculty" and click on "Propose a Badge Program")
  - The [Microcredential Prospectus Form \(Part 1\)](#) and [Detailed Microcredential Form \(Part 2\)](#) are now available on the OEMC webpage as online forms that proposers complete and submit
- **Microcredential Review Reminder:** [Non-Profit Board Leadership microcredential proposal](#) (Leslie Staroneck and Tamela Spicer will join the OEMC meeting on 2/24 to discuss this proposal)
- **Certificate review (NOTE:** When reviewing certificates - IF THEY ARE NOT BADGES, please be sure to locate and, briefly, review the corresponding curriculum map in SAIL, as curriculum maps for certificates (but not certificate proposals that are really badge proposals) are an HLC requirement.)
  - **GVSU policy:** *Significant program changes should be accompanied by a curriculum map, connecting learning outcomes with coursework and indicating where/how assessment occurs. The map should be uploaded as a document prior to submission. A template and exemplar curriculum map can be found at the University Assessment Committee's website: <https://www.gvsu.edu/uac/mapping>*

11586	Interprofessional Health Informatics Certificate	PCR	KCON
11542	Embedded Systems Badge	NPP	PCEC
11576	Information Systems Badge	PCR	PCEC