Faculty Senate
Committee on Continuing Education
Meeting Minutes

Committee Members: Terence Bowers (English), Aaisha Haykal (Library, Chair), Christine Moore (Computer Science), Rafael Teixeira (Supply Chain and Information Management), Ashley Walters (Jewish Studies), Simon Lewis (English, Speaker of the Faculty, ex-officio), and Mark Del Mastro (Provost Office, ex-officio)

Date: October 12, 2021
Time: 10:00 AM
Location: Via Zoom

Meeting Minutes
The meeting was called to order and the members reviewed the meeting notes from the August 2021 meeting with the Provost.

The chair provided several resources about why continuing education is important and are listed below.

- [https://westmoreland.edu/academics/continuing-education/continuing-education-survey.html](https://westmoreland.edu/academics/continuing-education/continuing-education-survey.html)
- [https://www.columbiasouthern.edu/blog/april-2021/continuing-education-and-professional-development/](https://www.columbiasouthern.edu/blog/april-2021/continuing-education-and-professional-development/)

The committee then discussed what would be the objectives and goals for the year

- **Edit website/inventory continuing education currently**
  - “The listing on the current continuing education web page is out of date, incorrect, and misrepresents the programs listed”
- **Check Status of Ed2Go**
  - “The Ed2Go contract started in 2013, but there is no oversight of the 700 courses and we do not know the quality of these offerings. The College’s legal department is now reviewing the contract.” (MDM, will reach out)
• Review models of continuing education at other smaller institutions
• Survey faculty about continuing education

Most of the meeting discussed what the survey would look like and what type of information we want to get from the survey. A subcommittee (Bowers, Haykal, Moore, and Walters) was developed to develop survey instrument, Walters was assigned to work on a definition of continuing education and Teixeira was assigned to develop information about compensation and revenue.

Next Meeting was set for November 9th at 10am