



12 November 2019

**TO:** Extended University Programs Council Members

Dawn Anderson	Edwin Martini
Amy Bocko	David Meade
Diana Charnley (Graduate Student Association)	Tammy Morgan
Kimberly Doudna	William Rantz
Annette Hamel	Zoann Snyder
Bidyut Hazarika	Paul Solomon
Andrew Holmes	John Spitsbergen
Kyle Jehnzen	Western Student Association representative

Advisory Member: Adriana Cardoso Reyes

**FROM:** Amy Bocko, Council Chair

**RE:** Meeting Notice and Agenda

## **EXTENDED UNIVERSITY PROGRAMS COUNCIL**

**Monday, 18 November 2019, 10 a.m. to noon**

**Room 244 (Faculty Lounge), Bernhard Center**

### **A. Procedural Items**

1. Call to order – Bocko
2. Welcome and Introductions
3. Acceptance of the Agenda
4. Approval of the Minutes of 21 October 2019
5. Chair's Remarks – Bocko

### **B. Action Item**

1. Election of Council Secretary

### **C. Information/Discussion Item**

1. Update on Changes to 2019-20 Council Charges
  - a. Deletion of Charge 4: "Actively collaborate with the Campus Planning and Finance Council's Budget and Finance Subcommittee toward the goal of clarifying departmental incentives to offer courses at off-campus sites."
  - b. Addition of proposed charge by Andy Holmes: "In collaboration with the Academic and Information Technology Council, establish change management teams or structures to provide oversight of and recommendations for enterprise systems used to support teaching and learning activities. Systems include but are not limited to Brightspace, Mediasight, and Webex. The teams will coordinate dates for updates, establish processes for testing features in TEST environments prior to deployment, as well as discuss and implement feature roadmaps."

### **D. Report**

1. Report from Extended University Programs – Edwin Martini, Associate Provost

### **E. Other**

### **F. Adjournment**

*Elected members who cannot attend the meeting are asked to send a substitute of their choice who also represents their respective college. Non-elected members are not restricted as to whom they may designate to substitute for them.*