

WVVLN Web Site and Course Review Subcommittee
Meeting Minutes
June 2, 2011

1. Even though many of us have a campus based review process, we felt there was a need to have a more nationally recognized review process for our campuses.
2. We discussed using either the Chico or the Quality Matters rubric for online course review.
3. Most of us were familiar with the Chico rubric. It was developed at California State University at Chico for internal use but it is available for others to use.
4. The Quality Matters rubric was developed as part of a FISPE grant and is now a stand alone organization that has member subscriptions. In addition, there is a national network of reviewers that we can tap into or we can set-up our own statewide network of reviewers. As a bonus, if we set up our own network, anyone who completed the process to be a peer reviewer in WV can also review courses for institutions outside the state. Some institutions have their own review process and contact reviewers; others use Quality Matters as their agents for reviewing courses.
5. We then discussed how often a course would be reviewed. The group thought that once a course was reviewed, that the campuses could do their own internal reviews for the next two years. External reviews would occur every three years.
6. I mentioned that the SREB is working on a reciprocity agreement for all of their participating states. As part of that reciprocity, a state must have a formalized review process in place. Quality Matters presented at their latest meeting so it appears as they are recognizing them as one of the leaders in this area.
7. The group decided to recommend to the WVVLN Forum Members in our August Meeting that we adopt Quality Matters as the method for reviewing online courses in the state and that we establish our own network of peer reviewers.

Our committee will meet again by phone on Thurs. July 21 at 2:00 pm to discuss our second charge - revamping of the WVVLN portal.