

Online Learning Advisory Council
Meeting Minutes
December 1, 2023 1:00pm (Zoom)

Attendees: Ed Lovitt, Christina Wolff, Ted Rollins, Debby Pockrandt, Hugh Clark, Damon Feuerborn, Christopher Valle, Susan Haas Brown, George Ferguson, Darlene Hatcher, Emily Plotkin, Jeff Kosko, Dave Lingerfelt, Jessica Tipton, Faith Jacobsen, Sherri Hanyasz, Holly Dressler

1. Approval of October Minutes
2. Jeff Kosko will offer training on new quizzes. Ed Lovitt gave updates and suggests that faculty new to Canvas should start using new quizzes. The migration process is holding things up and Jeff is making sure that this tool working. Ed's department had a meeting with customer service and looked at the Discussion tool. Canvas support stated it would try to make "baby step" changes slowly instead of a major change to the tool.
3. The Attendance tool should be working now according to Canvas support.
4. LTI integration in Canvas (things from the publisher) is something that Ed needs to continue to monitor. Some issues are taking place with Pearson. You can manually push things, but Math people should look at this, and be aware he is working to make sure this works well soon.
5. Google has an LTI 1.3 version, and the other version will be sunset. We will put 1.3 in a test environment and hopefully we can move to 1.3 without any issue. Remember that things are constantly changing.
6. We have 45-46 winter session classes opening. A lot of students who enroll in these classes and Ed Tech works hard over the break to insure that these students have support.
7. George Ferguson discussed some issues he was experiences in Canvas and Ed said he will create a support ticket. Others stated they were having issues as with different browsers.
8. Jessica gave an update about the sub committee's online quality review form. Jessica stated she met with FA to talk about the purpose of the form. (People raised concerns about this form in ABC).

<https://docs.google.com/presentation/d/1CNT955YYavPRXGWhQaUzgTvbrecNC4dwLv1ivBLULYU/edit?usp=sharing>

Remember the shared values and commons goals slide emphasizes need to meet accreditation standards to ensure that we are engaging our students in our line courses. The new proposed form shows 15 items for the check off list. The draft shows in red items added. Ed added the accessible content. The goal of the subcommittee is to shorten the OSCQR rubric from 60 items to 15 to make it more user friendly. Ed found that the University of Tennessee-Knoxville that has an interesting approach to reviewing online courses and said they have different processes in place.

<https://onlinelearning.utk.edu/the-eoci-online-course-review-process/>

Darlene added they discussed the benefit of after completing a self-check, asking a colleague to look over the content of the course as well.

This should not be an evaluative tool used by administrators. The goal is to meet HLC requirements added George.

Damon added that Farrell said that the Center for Teaching and Learning could have a designated faculty group use this check off list and suggested that the first step is to ask faculty trained on how to use the rubric assist.

Hugh suggested that implementation now should move to another group such as ABC to make sure that this is not used as an evaluation tool.

Damon suggested involving the Center for Teaching and Learning and we should continue to talk about a good method for using this tool.

Ed is looking at documentation from HLC asking that JCCC create a document like this.

He also suggested that Gurbhushan and McCloud be involved as well. Damon suggested we keep looking at the form to make sure this is what OLAC wants to present as a recommendation. This is not something driven internally, but this is something mandated by the outside. We should be the driving force for this rubric to make sure that this is a document that we can support. We should look over this document in February.

Ed suggested that people look at the University of Tennessee link as they have provided good information.