Online Learning Advisory Council
Meetin Minutes

September 1, 2021, 1pm

<mark>Action items highlighted</mark>

1. **Welcome new Committee Members**

Sarah Boyle, George Ferguson, Christina Wolff and Debby Pockrandt.
Members not in attendance: Akram, Hugh, Jessica (Judy Guzzy subbed), Dan

2. **Approval of May minutes**

<mark>Approved</mark>

3. **21-22 Meeting Dates and Times**

Comment: bylaws say Wednesdays at 1:00, so if we change that we must change the bylaws.

Comment: We thought we changed this part of the bylaws last year.

<mark>Ed and Aaron agree to come up w/ email balloting process to decide new day/time.</mark>

4. **Officer appointments for 21-22 (need Chair, Vice Chair and ABC rep)**

Christina Wolff willing to serve as ABC rep because she is an ABC rep and attends those meetings anyway. Further discussion about whether this is permitted according to bylaws. It is, but ABC rep must have served on OLAC for at least the previous year.

Aaron notes the small number of committee members qualified to serve these appointments, since they require at least a year of previous OLAC membership.

<mark>This will be tabled for an email poll as well.</mark>

5. **Vote on approval of proposed inclusion of Chairs Council member (bylaw change)**

Chairs council wants to send someone to OLAC

We do not have a quorum (75% - we're at), so we can't vote on this either.

Circling back: Hugh's here now, so we have a quorum.

Question: Would this be a voting member?

Answer: No. As with Ed Affairs, CC wants to send someone to listen & provide CC perspective if necessary.

Motion approved.

6. Canvas Details (contract ending/renewal, ILP issues, quiz tool, text > mobile app, Ally)

Things that happened over the summer (Canvas updates and things Technical Support is watching):

- text messaging from Canvas discontinued

- working on issues with drops. If there are people on your roster who shouldn't be, or not on who should be, email technical support center (include CRN of class)

- Canvas has a new quiz tool but it's not ready for release yet; old one will be done July 2022.

- Ally training was turned on in May. TS held trainings during PDD and will do more.

- We are now in 5th & final year of our Canvas contract. Our goal is to stick with them. We've asked them for info this fall on what next contract would look like.

- Question: Is there anything faculty can do to bring some pressure to bear on Canvas regarding the new quiz tool and its capabilities? Particularly worried about the loss of ability to migrate quiz questions.

- Answer: Ed will send email to OLAC membership with link to current conversations about quiz tool development so we can see what's being discussed and chime in if necessary.

7. 'Basic course quality content' – any update from IDC?

Vince Miller is here to discuss this. IDC revised the statement and OLAC is welcome to offer more feedback.

Comment: The statement doesn't say anything about warning being given to instructors before someone goes into their Canvas course.

Answer (Vince): Canvas course "visits" are generally done in consultation with isntructors as summative (not formative) feedback. And this is done differently in different departments, and we want to leave room for that.

Ed reviewing where we were on this last year (summarizing): Faculty wondered why everyone would be "punished" for the failures of a small number of instructors.

Comment: the May minutes say that what OLAC asked for was language in the statement indicating advance notice to instructors.

Vince: these are not formal evaluations, but if something essential is missing, like a syllabus, that would need to be addressed with the instructor.

Question: What is OLAC being asked to do at this point?

Vince: Just to review the new statement. And to make any recommendations you think necessary.

==Aaron: Language about advance notice should be added, as we recommended in May.==

8. Leganto inclusion into Canvas (https://exlibrisgroup.com/products/leganto-reading-list-management-system/)

Judy Guzzy speaking on behalf of Jessica Tipton: It's now called Library Resource Organizer in Canvas. Some faculty are piloting it this semester. What it does: Online management of course readings. Provides metrics on use of these things, and copywright management. (Judy shares her screen to give more info.)

9. Other business

Ed recommends we meet fully by Zoom in the future. <mark>Committee agrees.</mark>

In Attendance

Academic Support
Present - Judi Guzzy for Jessica Tipton
Arts, Humanities and Social Sciences
Present - Sarah Boyle
Business
Present - George Ferguson
Communications
Present - Christina Wolff
Computer Science and Information Technology
Absent - Akram Al-Rawi
Counseling
Present - Star Triscornia
English and Journalism
Absent - Daniel Cryer (minutes done after the fact from recording)
Healthcare and Wellness
Present - Deb Pockrandt
Industrial Technology
Present - Hugh Clark
Mathematics
Present - Aaron Gibbs
Science
Present - Kevin Cannell
Instruction
Absent - Mickey McCloud
Present - Vince Miller
Present - Ed Lovitt
Workforce, Community and Economic Development
Present - Debbie Rulo
Faculty Development
Present - Ferrell Janab
Student Services
Absent - Mary Ann Dickerson
Present - Holly Dressler
Present - Leslie Quinn
Information Services
Absent - Shannon Ford – Director, Academic Technology Services
Guest*s* *– Rhonda Barlow& Jeff Kosko*