

TCC Governance Committee Minutes Online Learning Committee

Date: 10/16/2016

Meeting Time: 10:30 am

Location: 2610 – Martin building, Norfolk campus

	In Attendance	Absent
Chair	Cameron Russell	
Chesapeake		Matthew Watts
Norfolk	Lotlamoreng Mosiane (Gilbert)	
Portsmouth	Siabhon Harris	Bill Conner
Virginia Beach	Frank Futyma Michele Marits Susanne Rauch	
eLearning	Marsha Jurewicz (Amanda Goldstein)	
Learning Tech.	Iris Wang	
Student Services		Emanuel Chestnut
Librarian/Counselor		Stephanie Fair
Dean Representative	Jim Perkinson	
Student Rep.		
Ex-Officio		Sarah DiCalogero
PAPC	Marcee Anderson	
Administration	Virginia Zillges	

- I. **Call to order**
 - a. 10:40 am by Cameron Russell.

- II. **Minutes**
 - a. Follow-up to last minutes: OLC has no role in SEM.
 - b. Minutes were approved, seconded, unanimous.

- III. **Guest Speaker – John Morea (and Iris Wang) & BN Textbook Managers**
 - a. Identity Verification Progress
 - i. Student Authentication tab added to bottom of template navigation panel:
 1. Authenticating Students with Voice Thread (synchronous activity):
 - a. Voice Thread – mobile application that makes uploading video easier for students with mobile devices.
 2. Authenticating Students with Collaborate Ultra (synchronous activity with office hours):
 - a. Ultra does not require plug-ins making it more accessible across browsers/platforms.
 - b. Ultra allows for recording of session.
 - ii. Template includes student and faculty instructions and quick start guide on how to set-up these activities for the online classroom.

- iii. Question over accessibility – Morea confirms that anything within Blackboard is in a private environment and does not require multiple forms of information (text, audio, etc.) unless a student requests. The institution must also have a mechanism in place for assisting that student.
- iv. Recommendation from Marsha to add “Instructor Only” information to the root folder of the Student Authentication.
- v. Request from Morea for pilot users.
- vi. Approval is unanimous from OLC to include Student Verification in the Template for all courses set to unavailable starting in Spring 2017 courses.**
- b. Faculty Enlight – Blackboard Research and Adopt (Textbook Selector)
 - i. Enlightenment is an additional tool that integrates into Blackboard providing a direct link to the correct textbook as chosen by the instructor.
 - ii. This option does not replace other methods for students to view their textbooks.
 - iii. Guest speakers from BN provided information on the differences between textbook cost and textbook retail prices, including adding any publisher deal information in the Notes section of the Enlightenment process.
 - iv. Guest speakers
 - v. Approval is unanimous from OLC to include Faculty Enlightenment in the Template for all courses starting in Spring 2017 courses.**
- c. Additional Information
 - i. Morea is working on Atomic Learning as supplement to SDV courses and Gen Ed competencies – adding to the template.

IV. Old Business

- a. Charges are finalized.
- b. Subcommittees have been organized, and may need more people to help with working on them. Non-members can populate the subcommittees.

V. New Business

- a. Accessibility requirements
 - i. Based on new information from Morea concerning accessibility requirements led to this topic being tabled.
- b. Review of By-Laws and membership
 - i. Request to add Marcee Anderson as PASC member
- c. No By-Laws on TCC website or OLC Blackboard
- d. Guided Pathways and OLC
 - i. Discussion around our role with Guided Pathways with focuses on career driven objectives and authentic assessments.
 - ii. Discussion around the need to research similar institutions regarding quality control.
 - iii. Recommendation (Need to Revisit): Discipline-specific Blackboard templates
- e. Nine new programs fully online goals

VI. Announcements

- a. Next meeting on November 18 at 10:30am in Little Otter Room (3310) Chesapeake
- b. Action items were reiterated (see table below)

Responsible Party	Action Item	Due Date
	N/A	

VII. Adjournment

- a. Unanimous voice vote to adjourn the meeting at 12:00PM

DRAFT