



E-Learning Committee
Meeting Agenda & Minutes - 5/08/2014

2:00 PM - 3:00 PM, May 8, 2014 | Location: Polycom: EGF, Rm 301; TRF, Rm 662

Agenda

1. Approve Minutes
2. D2L Follow-up
 - a. Self-registration tool update
 - b. D2L homepage
3. Other Follow-up
 - a. Quality Matters site in D2L
 - b. Smarthinking™
 - c. Software and eLearning Resources
 - d. Virtual Meeting Tools
4. STAR ID
5. Strategic Agenda—updating for next year?
6. Other Items
7. Next Meeting?

Attendees

Beth McMahon, Carey Castle, Brian Huschle, Jodi Stauss-Stassen, Mary Fontes, Stacey Hron, Mary Amundson, Kate Schmalenberg, Karleen Delorme, Barb Weber, Tina Moody, Karl Ohrn

Note-taker

Karl Ohrn

Minutes

1. Minutes from previous meeting were approved.
 - a. The group welcomed Karleen as a new member of this committee.
2. **D2L Follow-up**

a. Self-Registration Tool: We have been test-driving this on QM site and eLearning site. Reviewed handout of self-registration tool offerings. Description is included for each offering so individuals know who/what it is for prior to enrolling. Turned-off other part of tools.

b. D2L Homepage followup: Homepage completed. It will be launched for fall. Will send an email at some point (Brian H.) (will coordinate with NTC and Alex). Send out before end of semester (Beth) so faculty are familiar with drop-down tool. Upgrade for D2L scheduled for 30-31 May; emails going out.

3. Other Follow-up:

a. QM site built in D2L. Let's think about what we want to add in there; hopefully, can get more fleshed-out before summer. Quality matters report shared (include with minutes).

b. Smarthinking™: Beth received feedback from some other schools that use SmartThinking™. English faculty at Minnesota West use this tool for viewing student drafts. Rochester budgets \$25K/yr above their allotment—they use it a lot. Riverland replied too, showing use of widget. What do we want to do with it? What should we do differently? Barb says she still doesn't know if her students are using it even though she promoted it to students. Mary brought up an earlier CCSSE meeting discussion; this was one of the themes at that meeting. She suggested we may need to promote this better/more and include in CCSSE discussion/committee.

Brian suggested that faculty development coordinators may want to use this. Mary A. suggested that the name we give our student services may be a deterrent to students using them. Also, she added that some faculty prefer students to come directly to them for help. She suggested that low usage numbers for Smarthinking™ may not necessarily be a bad thing. Smarthinking™ is fine for the lib arts but not really helpful with technical areas. That could be a reason for low usage as well.

Barb Weber includes a link to Smarthinking™ in her course syllabi. One idea is to incorporate use of Smarthinking™ as a course requirement? Providing demonstrations to faculty to showcase its benefits may increase usage as well. Where do we go from here?

c. Software and eLearning resources: There are many different resources available; how can we showcase them at one time to faculty? Will we have time to include this in the fall in-service? Brian suggested that this needs to be coordinated with Carey Jager to put on the faculty development page. Next year will have 3 faculty development coordinators, one of which will be D2L and online-focused.

d. Virtual Meeting Tools: Stacey reported that we can purchase 20 licenses of Zoom™. Zoom™ Allows for a free account for people to have meetings for up to 40 minutes. With licenses, we can have unlimited meetings with up to 20 participants. After July (FY15 funds) we could purchase the 20 licenses. Zoom™ is significantly less-costly than WebEx. Who would get one of the 20 licenses? Need to have a demo period, perhaps next week, so people know what it's about before they volunteer to use it. Information Technology will purchase 20 licenses out of IT funds for the first year; following this, individual sections will purchase it out of their own cost center(s). How should we allocate the initial 20 licenses? A suggestion was made to do this on a first-come, first-serve basis. We will provide a

demonstrate first; those who want to use it can volunteer. A decision was made to set-up two demonstrations next week; people can sign up for it then.

4. StarID:

Starting May 16th, D2L will use StarID to log-in; everything else on May 17th. Upgrade to Office 2013 over the summer.

5. Strategic Agenda:

Start next meeting with Strategic Agenda (fall).

Action Items

- Set-up Zoom TM demonstrations for faculty/staff

Future Meeting Agenda Items

- Discuss Strategic Agenda

Meeting Schedule 2014 - 2015

To be determined

Attachments



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Implementation Plan
Annual Report-2014-