



E-Learning Committee

Meeting Agenda & Minutes - 12/16/2014

3:00 PM - 4:00 PM, Dec 16, 2014

Location: Polycom: EGF, Rm 301; TRF, Rm 662

Agenda

1. Review Minutes
2. Digital Literacy Work Group Report
3. D2L Work Group Report
4. Alternatives to Articulate Presenter
5. Upcoming Professional Development
 - a) Technology Fair?
 - b) D2L Ignite Conference:
April 24, 2014
6. Determine Spring Work plan
7. Syllabus Templates or support (SALSA project)
8. Other

Attendees

Beth McMahon, Mary Fontes, Brian Huschle, Zackary Nicklin, Stacey Hron, Dorinda Sorvig, Karen Znadja, Karl Ohrn

Notetaker: Karl Ohrn

Minutes

1. Minutes from the November 18th meeting were approved.

2. Digital Literacy Work Group Report:

Discussion included the Northstar digital literacy assessment and D2L tutorials for students. Northstar provides basic computer skills. Does Northstar, along with D2L tutorials, provide a good basis for students with limited computer skills to be successful in their courses? The Digital Literacy Work Group met previously and members were asked to respond to specific questions. These questions (and answers) are included here **(consult with Brian and include here)**. We will continue discussion on this item at the next meeting.

3. D2L Workgroup Report:

The workgroup reported that the copyright and course access statements should be more visible to students in D2L. A few options were discussed as to where to put this

information in D2L. It was decided to add the statements to the "News" headline that exists at the top of the screen following log-in to D2L.

4. Alternatives to Articulate Presenter:

Due to increased cost and that fact that version #9 does not work with Office 2013, we are looking for alternatives to this software. Stacey reported that the cost to update the software is \$499.00 per license, plus a \$399.00 annual maintenance fee. IT can help with finding alternatives, but faculty need to be involved in this process. A proposal was made to add a webpage for faculty to make/add software suggestions. Quality Matters has a marketplace site with software suggestions; this may be a good place to find alternatives. Further discussion of this topic is necessary.

5. Upcoming Professional Development:

- a. **Technology Fair:** Discussion was held on a possible professional development activity for spring, 2015. Prior to spring break would be the best time. A subcommittee consisting initially of Beth, Karen Z., and Tina M. will consider ideas and plan for this. This would be a college-wide half-day event. We may want to ask the Division Chairs if they want to co-sponsor it along with the eLearning Committee.
- b. **D2L Ignite Conference** is a one-day conference for D2L users. This conference is open to all MnSCU faculty and staff and K-12 educators. The conference will showcase many elearning topics, with a special focus on D2L technology and the Quality Matters program. The conference will be held Friday, April 24, 2015, 8:00 AM – 4:00 PM. More information can be found at <http://www.asa.mnscu.edu/educationalinnovation/IgniteConf.html>
- c. **Other:** Special Interest Group (SIG) Series Webinars are free one-hour webinars that provide opportunities for MnSCU institutions to share best practices that focus on teaching and learning. More information can be found at <http://mnquality.eventbrite.com>

6. Spring Work Plan:

Group members referred to the eLearning strategic agenda (attached) to determine what we want to accomplish during the spring semester. The following items will be addressed:

- III A., #1, 2, and 3.
- III B.

It was determined that the committee should also consider things that are happening with the online consortium that affect our students. Committee members should review these priorities and identify any other items for consideration during the spring semester.

7. Syllabus Templates or Support (SALSA Project) Not discussed.

Action Items

- Subcommittee plan spring 2015 professional development program.

Future Meeting Agenda Items

- January: Proctoring & Proctor U
- February:

2015 Meeting Schedule

- January 22
- February 19
- March 19
- April 16
- May 14

Attachments

