Meeting Name: eLearning Committee

Date & Time: October 20, 2015   9:00AM

Campus & Room #: EGF 149: TRF 601: AV AC13

Committee Minutes

Attendees: Stacey H., Mary A., Karen Z., Karleen D., Mary F., Brian H., Dorinda S.

Absent: Karl Ohrn, Zack N., Mike C., Terry W., Tina M.

Topic	Responsible Party/ Approx. Time	Discussion/Outcome
Call to order		
1. Review Minutes & Agenda	Beth M. 5 minutes	No additions/changes to last month's meetings. No additions to agenda.
2. New Members & Introductions	Beth M. 5 minutes	Mike Curfman has replaced Jodi S on this committee. There is a student from TRF that has been added.
3. Strategic Agenda – FY16 *Finalize*	Beth M. 5 minutes	Some of the Charting the Future items seem to tie in with some items of our strategic agenda for this committee. Brian is not sure who in administration is in charge of the technology/QM item on the list of priorities that Dr. Bona received from the Chancellor. Item ID #1 was added back in. Finalized the strategic agenda. Beth will forward this to Dr. Bona and Brian and he can see if anything fits into the Charting the Future plans or other initiatives for the college.
4. Campus Academic Technology Teams	Beth M. 10 minutes	All members of this committee are on the CATT. Purpose is still being defined. There may be a push to get more out of these groups from MnSCU. How do we disseminate the info from CATT meetings to appropriate personnel at NCTC? In

		the upcoming CATT meeting on Thursday, we will hear about a 'Shark Tank' approach to technology ideas with the opportunity to fund some projects with grants; and another topic on open text books. Should we be the group to forward some of the topics from CATT meetings to all interested parties? /The open text books topic info will be forwarded to division chairs (Linda and Erin for LA) for them to talk to LA faculty. Continue discussion on how to share 'Shark Tank' ideas with appropriate personnel. Karen and Zach are willing to add some CATT topics to the monthly Faculty Development newsletter.
5. Quality Matters Update & Discussion	Beth M., Dorinda S., Karen Z. Mary A. 15 minutes	NCTC as an institution is falling behind in having faculty participate in QM faculty development activities. Sub group meant a few weeks ago, and discussed that it's a struggle to encourage faculty participation. We can't force faculty members to participate. The IYOC is a good review for faculty who have been teaching online for quite a long time. Need to find the 'right reason' to have faculty look at their course. Selling point may be 'saving yourself time' by incorporating course design improvement. Peer to peer may be best way to recruit. How do we talk about making courses more accessible, improving course design? Need to talk to those who have taken courses previously but now haven't done any more. Takes a culture shift to start talking about best practices! Faculty perceive themselves as being better at technology than they actually are (survey data shows this). MnSCU 2 & 4 year colleges' survey data also shows that departments do not support faculty development. /Brian and Mary to follow up to see if there is time at Jan. in-service for 3-4 hour block for a technology fair (2 hours minimum).
6. Schedule and Process for Distance Webpage Update	Beth M. 5 minutes	Have small group look at NCTC distance web page and come back to this committee at the Dec. meeting. /Table until next meeting due to members absent.
7. Professional Development/ Technology Fair?	Brian H., Karen Z & Zack N 5 minutes	Are checking to see if this can be set up for Jan. in-service days (Mary). Karen and Zach to check with Curtis Z. for a time line – when faculty developers need to know if this is a 'go'.
8. Adjourn @ 10:05am		

Upcoming Meetings
- November 17, 9 AM

- December 15, 9 AM
- Spring not yet scheduled

Upcoming Professional Development
- SIG & MOQI Webinars – Ongoing dates and Info at http://mnquality.evenbrite.com
- Symposium on Quality Practices – February 19, 2016 (Virtual Conference)
- MN Ignite – Fri., April 15, 2016 at Normandale Community College
- IT Conference – late April 2016 (? maybe April 25-27, 2016 at Craguns)
- D2L Fusion – pending July 2016 (Washington, DC)
- MN eLearning Summit – July 27-28, 2016 at MCTC

Agenda Items for next meeting

Strategic agenda.
Small group to look at NCTC distance web page.
Look at spring semester meeting time.