



Meeting Name: **eLearning Committee**


Date & Time: **September 7, 2016 2:00PM**

Campus & Room #: EGF 290, TRF 601

Committee Minutes

Attendees: Mary Amundson, Jen Dahlen, Karleen Delorme, Mary Fontes, Brian Huschle, Beth McMahon, Karl Ohrn, Dorinda Sorvig, Karen Znajda.

Topic	Responsible Party/ Approx. Time	Discussion/Outcome
Call to order		
1. Review Minutes & Agenda	Brian H. 5 minutes	Zackary Nicklin stepped down as chair of the committee due to new work assignments. Minutes from the previous meeting of 19 April were approved.
2. Nominate a New Chair	Brian H.	Since Zachary has stepped down, the committee needs to select a new chair. Brian H. reported that Tina Moody is willing to chair the group, but was unable to attend today's meeting. Brian nominated her as chair and Jen D. seconded. All voted in favor.
3. Displaying the QM Course Certification Seal – a change from current practice	Beth M.	This committee had discussed this issue previously; a widget was created to add the QM logo to courses in D2L. Now, the QM logo includes metadata; it is no longer just a picture/seal. Beth M. reported that there are videos available for faculty on where to find the QM seal and how to insert it. It was agreed that Quality Matters coordinators will send this information to faculty via email.
4. Review Online student Success tool	Beth M.	Beth M. proposed the following tools for use by our students. http://cs.txwes.edu/tools/ It's more comprehensive than what we currently have here: http://www.mnscu.edu/online/distancelearningquiz.php She asked if these are tools that we want to include instead of the one we have or should we offer them as additional options? Brian H. suggested that the online course approved at AASC yesterday (ORIO 0100, <i>Online Orientation Workshop</i>) should be included as part of this discussion. TABLED until next meeting.

		We will review ORIO 0100 at next meeting. Brian H. will do some data gathering on this course at the Distance MN meeting on the 22 nd (e.g., how many students are taking it, what are reasons students are not taking it, etc.). This non-credit course appears on students' transcripts with a "Z" grade.
5. ReadSpeaker	Beth M.	<p>Beth M. asked if we now had access to ReadSpeaker; it appeared in D2L over the summer because Bemidji purchased it. Brian H. responded that Northland chose not to purchase ReadSpeaker; students already have access to Kurzweil.</p> <p>There is another text reader tool on D2L; there is confusion as to whether or not it is ReadSpeaker. Committee members will review the tool to see if it meets students' needs.</p> <p><u>TABLED</u> until committee members have time to review tool. We will have discussion about screen-reading tools at a future mtg. and invite Linnea Schlussler.</p>
6. CATT Team list update	Beth M.	Last year, Northland's CATT team consisted of eLearning Committee Members. It was agreed to continue this again this year. Beth M. will coordinate names with Minnesota State.
7. National Survey of online technologies	Brian H.	<p>Brian H. is completing a survey that asks the following question; What top 3 new online technologies we would want to have added? (Committee members had no specific feedback or input on this.)</p> <p>Mary F. informed the group of a related IT survey conducted by Minnesota State; survey data is attached here.</p> <p> ECAR SS16 - Northland Commun</p>
8. Meeting Times	Brian H.	Members agreed that it would be best to have the new chair (Tina Moody) conduct a new poll for meeting times for the remainder of the year.
9. Adjourn	Chair	3:00 PM

Upcoming Professional Development

- Move beyond Civility Webinar, September 27th
- PDP Brownbag Lunch, October 11th in EGF from 11:00-1:00; Oct 13th in TRF from 11:00-1:00
- Quality Matters APPQMR, September 15th
- SIG & MOQI Webinar Using QM to Design Engaging, informative and User-Friendly Courses, September 21st