



Meeting Name: **eLearning Committee**

Date & Time: **April 20 @ 3p**

Campus & Room #: **VIRTUAL Only**

**Agenda:** Jenn, Dorinda, Stephen, Shamani, Tina, Angie, Karleen

Topic	Responsible Party	Discussion/Outcome
Call to order		
1. Review Minutes & Agenda	Angie	Dorinda/Jenn
2. HyFlex Classroom/Zoom Huddle Rooms	Shamani/Angie	The quote was submitted. The vendor needs to complete MN State Vendor approval process. Unsure if this will be ready by fall semester. Need clarification if this would work for instructors who are Zooming into classes from their home offices.
3. D2L Course Creation & Enrollment, Quizzes Updates	Karleen	<p>D2L course creation and enrollments.</p> <p>D2L has integrated the new course creation and enrollment process. As instructors may have noticed, if an instructor is enrolled in a course, the course appears in D2L through Spring 2023 semester. However, for this next year (Summer 22, Fall 22, Spring 2023), student enrollments will follow the old 55 days before semester start process. Which means, Summer 22 students have met the 55-day requirement and will be enrolled / dropped every 15 minutes. Fall 22 students will start processing around July 1<sup>st</sup>. Spring 23 students will start processing around November 15, 2022. Any semesters thereafter, instructors and students will appear in the D2L course 15 minutes after enrollment.</p> <p>Quizzes changes.</p> <p>D2L has announced the Quizzes tool creation interface is in the process of being redesigned to resemble the Assignment tool. They are hoping to have the redesign ready by June 2022. The next 12 months will provide the Opt-In feature to give instructors the opportunity to try the redesigned interface and provide feedback. Then making the new interface permanent by July 2023. A couple features mentioned being looked into is the timing (login duration and length of time allowed to complete the quiz) and instructor ability to print. A process has begun to look into HP5 interactive quiz questions but will not be available by June. I will continue to send out information on timelines as it becomes available.</p>

4. TurnItIn	Angie Update on Tech Survey	Request for Stacey to check the reports from TurnItIn for how many faculty are using it. It is a good tool that is helpful for assignments. Is there a way that we can use it for discussions or have access outside of the assignment tool? The rest of the tech survey will be added to the first fall eLearning meeting.
5. Microsoft TEAMS	Dorinda/Angie	Faculty shared how they use OneDrive and TEAMS at a PD session yesterday. This recording is in the PD D2L Shell. It can be used/linked with D2L. This can help with interactivity/collaboration within the course.
6. eLearning PD sessions	Dorinda/Angie	Additional ideas for eLearning PD sessions: Teaching with Zoom – Stephen; QM TOL Certificate – Jenn. Jenn shared this resource:  Effective Online Teaching: Foundations and Strategies for Student Success, by Tina Stavredes, 2011, ISBN 978-0-470-57838-4, Jossey-Bass. Available at most online book purchasing sites, such as Amazon (Links to an external site.) (Links to an external site.), Barnes and Noble (Links to an external site.) (Links to an external site.), and Wiley (Links to an external site.) (Links to an external site.), in both paperback and electronic form.
7. Other?		
8. Adjourn	Angie	Next Meeting: Next Fall Semester – date to be determined

\*CATT = Campus Academic Technology Teams: monthly system-wide meetings to communicate important changes to academic technologies that affect all campuses

\*ILO = Institutional Learner Outcomes

\*NED = Network for Educational Development

\*QIP = Quality Improvement Plan