

eLearning Committee Minutes

Date: Wednesday, April 6, 2016
Time: 8:30 AM – 10:00 AM
Location: University Hall, Room 450

Present: Vernon Jackson, Chris Edwards, JP Leong, Julie Breen, Pat Reid, Kent Meloy, Don Hodges, Eugene Rutz, Raphael Castaneda, Greg Lloyd, Steve McKinney, Chan Venkatesh, Deb Brandenburg, Matt Rota, Kate York, Dave Rathbun, Dawn Clineman, Emanuel Lewis, Pam Rankey, Sue Trakas, Mike Mitchum, Jason Day, Kuylar McComas, Dani Peterson

Guests: Ron Rateau

Apologies: Tina Meagher, Paul Foster, Melody Clark, Michelle Conda, Warren Huff, Susana Luzuriaga, Bill Nicholson, Leslie Schick, Sarah Schroeder, Bryan Smith, BJ Zirger, Ruth Benander, Jason Green, Asrith Reddy, Joni Torsella

1. Review and approve minutes (Chris Edwards)
 - a. Chris Edwards motioned to accept the March meeting minutes with no changes; Mike Mitchum seconded the motion. The committee voted unanimously to accept the minutes.
2. Accessibility Project Update (Ron Rateau – See attached presentation)
 - a. Ron is the Electronic Information Technology (EIT) person for the University
 - b. Jaws is a third party software screen reader. UC currently does not have a license but is in the process of obtaining them.
 - c. Public web content and LMS: Is content and the tool accessible?
 - d. Roll out a faculty pilot for fall.
 - e. Provide reporting.
 - f. Office of Civil Rights (OCR) met with Office of General Counsel and has accepted UC's plan provided we purchase necessary tools.
 - g. Need to add policies and procedures regarding procurement for products that are fully accessible out of the box.
 - h. If we purchase Tableau, which is not accessible, will be UC's responsibility to make it accessible.
 - i. Disability Services will need access to college templates used by IDs, etc., to test to see if they are compliant.

eLearning Committee

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Leslie Schick
Sara Schroeder
Bryan Smith
Kate York
BJ Zirger

Ex Officio Members

Ruth Benander
Rafael Castaneda
Jason Green
Vernon Jackson
Kent Meloy
Mike Mitchum

Students

Asrith Reddy (G)
Chan Venkatesh (G)

Meeting Schedule:

Committee meets the first
Wednesday of the month:
May 4, 2016

- j. What specifics should IDs focus on to provide commonplace accessibility? Using Quality Matters and Standard 8 as a framework, with an enterprise approach. DQ systems offers an audit for Bb content and will provide a report but colleges need access. Let Ron know if you are interested.
Chris will follow up with the Clermont College request and let Sue know the status.
 - k. What is required now for academic colleges, programs, etc? As of now, being able to allow Disability Services access to college content to audit for accessibility.
 - l. First wave is awareness, next level is to offer training via a new position in CET&L.
 - m. Vendors are not aware of accessibility issues in general and it is not their first priority.
 - n. Accessibility Project team just kicking off and hiring a dedicated PM. Ron will be subject matter expert (SME) and will co-lead with the PM. Will be meeting bi-weekly and include members from all governance committees.
3. Ohio Department of Higher Education (ODHE) Change Form (Eugene Rutz – see attached forms)
- a. Recommended language has been entered on the form.
 - b. Form is on Provost site
 - c. **Eugene asked the committee to review the form and be prepared to endorse it in the next eLearning committee to be sent to the ACC. Send feedback to Jane to be shared at next meeting.**
4. eLearning Strategic Plan Update (Chris Edwards)
- a. Have a meeting this Friday, April 8, 2016, with Strategic planning team to present the analyzed data, 1300 surveys and focus group input. Will discuss format of report and structure. Members from strategic planning team are welcome to help write the recommendation.
 - b. Still need to meet with administrative groups (e.g. Enrollment Management).
 - c. Still hoping to be able to have a final report in May.
5. eTextbook Working Group Update (Jason Day)
- a. Group has met four times.
 - b. VitalSource and Unizin Engage have presented.
 - c. Follet Bookstores has partnership with BryghtWave
 - d. Looked at other products but did not schedule presentations because some were not cloud based, their title selections are very small, and mostly for medical schools.
 - e. Athletics will pilot recommended product.
 - f. Engage is used at IU and OSU. IU has realized tremendous cost savings. One drawback to Engage is that all titles are in PDF format.
 - g. Vital Source cost is higher but technology is more advanced.
 - h. Group will draft a recommendation report the week of finals to bring back for May meeting.
6. LMS Roadmap Task Force Update (Greg Lloyd)
- a. IT Co-chairs committee endorsed the market scan plan. Task force is adding to the membership with liaisons from colleges and departments, added a PM, and planning to add a faculty co-chair.
 - b. Kickoff meeting is rescheduled to mid-May – taking longer for some groups to identify who their representative will be.
 - c. Once task force is fully formed, they will reach out to other institutions
 - d. Recommendations will come back to this committee first and then on to IT@UC Governance.
7. CEeL Tech Team Summer Roadmap (Mike Mitchum - see attached report).

- a. No new tools but changes to existing ones.
 - b. Document shared is internal to tech team; they plan to share and include feedback from the ID/P subcommittee.
 - c. LCMS+ is the College of Medicine LMS system.
 - d. Provide feedback to Mike.
- 8. Online Test Proctoring Project Team Recommendation (Dave Rathbun – attached issue-action form)**
- a. Charging students for online test proctoring would be new.
 - b. Need to research a zero cost for students.
 - c. CoN is negotiating with Examity to renew contract and has concerns with ProctorU as a sole provider.
 - i. Positives of ProctorU is that all the server centers are located in the US.
 - d. Will review Respondus Lockdown Browser.
 - e. This issue will be added to the May agenda for further discussion.
- 9. 2016 Meeting Calendar**
- a. Action Item from March Meeting: The committee discussed and agreed that lead-time of a week for issue-action forms to be emailed before the eLearning meeting in which a vote or endorsement is requested is sufficient.
 - b. Chris will take this issue to co-chairs group to ensure consistency across all governance committees.
- 10. Subcommittee and Project Updates (see attached forms)**

Adjournment

The meeting adjourned at 10:10 AM.