

## eLearning Committee Minutes

**Date:** Wednesday, October 18, 2016  
**Time:** 10:00 AM – 12:00 PM  
**Location:** University Hall, Room 454

### [Current Membership Roster](#)

**Present:** Kent Meloy, Mike Mitchum, Bryan Smith, Melody Clark, Paul Foster, Dave Rathbun, Don Hodges, Greg Lloyd, BJ Zirger, Pam Rankey, Warren Huff, Pat Reid, Kate York, Vernon Jackson, Emanuel Lewis, Julie Breen

**Guests:** Mark, Sol, Linda, Heidi, Brian Verkamp

**Apologies:** Joni Torsella, Leslie Schick, Bill Nicholson, Matt Rota, Ruth Benander, Sarah Schroeder, Michelle Conda, Eugene Rutz (couldn't connect via WebEx), Tina Meagher, JP Leong, Steve McKinney, Karen Lankisch, Cynthia Ris, Adam Chekour

1. **Review and approve minutes (attached) (Chris Edwards)**
  - a. Warren moved to approve; Dave seconded, unanimously approved
2. **IT@UC Governance Bylaws (Chris Edwards)**
  - a. ITCAC made up of co-chairs of topical committees.
  - b. Formalized bylaws (attached). **Please review draft and send feedback to Jane Haniefy.**
  - c. Bylaws will be approved by IT Council in their next meeting.
3. **Data Governance & Classification Policy Overview**
  - a. **Review attached policy and provide feedback to Jane Haniefy by 10/25**
4. eLearning Strategic Plan Update and Endorsement Vote (attached)
  - a. Will go to Faculty Senate and then back to IT Council

## eLearning Committee

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The eLearning Committee reviews and makes recommendations on eLearning-related strategies, standards, technologies, and policies that support the university's Third Century goal to Excel in eLearning. The committee will be led and supported by co-chairs (AVP for eLearning Technology & Faculty Senate Appointee) who will also serve as the representatives to the IT Council.

The work of the eLearning Committee will be supported by the following subcommittees:

- Accessibility Subcommittee
- Learning Management System (LMS) Subcommittee
- Instructional Design & Pedagogy Subcommittee
- Online Learning Subcommittee
- Video and Digital Media

**Meeting Schedule:**  
Committee meets the first Wednesday of the month

- b. Committee members need more time to review plan with their departments and have the opportunity to receive feedback before they will be ready to vote
- c. Committee will vote on endorsement in December eLearning meeting
- d. Chris and the co-chairs, Paul Foster and Bryan Smith, will be available to meet with departments to answer questions if needed
- e. **Send feedback to Jill Gibboney**

#### **5. Introduce Mark Konecny**

- a. Scholar Communications & Digital Publications strategist role in UC Libraries
- b. Works with copyright compliance and fair use

#### **6. Teach Act Policy Task Force Formation (Mark Koency & Chris Edwards)**

- a. Need to educate UC community on copyright compliance
- b. Ken Hirsh, Dani, Carolyn Stoll, Paul, and Leslie Schick were original members of Teach Act task force.
- c. Mark will reconvene task force and add members.
- d. Will make recommendation back to this committee and then on to ITCAC to seek approval and they will ensure that membership is adequate across the campuses.
- e. Task force will include representation from Faculty Senate
- f. **To volunteer, send email to Jane Haniefy**

#### **7. Turning Point Update & Task Force Formation (Mike Mitchum)**

- a. Turning Point moved to cloud system which introduced many changes including subscription based model and licensing
- b. Task force is forming to review the market offerings now and will make a recommendation for an enterprise tool
- c. Enterprise tool will need to allow students to use any mobile device and not just clickers
- d. Task force will have student, faculty and staff, and IT staff representation from all colleges
- e. Echo360 has similar functionality to Turning Point
- f. Mike will send summary of task force
- g. **Send interested task force member names to Jane Haniefy**
- h. Task force will need approval from ITCAC

#### **8. Vital Source Update & Task Force Formation (Jason Day & Sol)**

- a. Real implementation will begin soon so that students receiving digital texts for spring will have Vital Source format
- b. Future phase is to implement tool for faculty to use own material in Vital Source format – no time frame yet
- c. Task force is forming - send member names to Jane Haniefy for task force
- d. Task force will not be reviewing all market products but will focus on evaluating Follet discover tool.
- e. Committee expressed concerns with tying products to current vendor with the bookstore.
- f. Chris will reach out to Victoria Wangia-Anderson and Sally Moomaw to obtain their input on task force.
- g. Task force also need representation from Catalyst

**Note: After the meeting this Task Force was been put on hold until further notice**

#### **9. LMS Roadmap Task Force Update (Paul Foster, Greg Lloyd)**

- a. 327 participants in usability testing during scripted demos
- b. Good turnout at branch campuses
- c. D2L demo will be rescheduled sometime in November
- d. Pushing timeline back because of D2L delay
- e. Plan to meet with leadership of all colleges to hear their goals, needs, etc.
- f. Will conduct usability testing at all colleges by late January to ensure they are represented
- g. Todd Foley, co-chair updated full Faculty Senate last week – received good feedback
- h. A year away from decision and 2 years away from implementation
- i. Looking for summer pilot

#### **10. Online Learner Success Program Update (Melody Clark & Eugene Rutz)**

- a. Proof of concept pilot with 2 online tools
- b. Collecting feedback from students and advisors
- c. Based on feedback will make recommendations
- d. Feedback has been slow to come in, which may delay recommendations

#### **11. Proctored Testing Task Force Update (Dave Rathbun & Paula Doughman)**

- a. Examity and ProctorU were comparable products but ProctorU's CEO was removed for malfeasance, which raises concerns for sustainability
- b. Bb and Examity have created a partnership
- c. If program requires proctoring for accreditation, it will be paid for centrally with DL fees
- d. Phase 2 of task force will include negotiating with vendor and include paying for all online proctoring with DL fees regardless of accreditation requirements and add fee for non-DL students since they do not pay the DL fee
- e. Dave motioned the committee to standardize on Examity as UC online remote proctoring tool for DL students; Brian Verkamp seconded the motion. The committee voted unanimously to standardize on Examity.

#### **12. Blackboard Observer Project (Dave Rathbun and Joe Luckey)**

- a. Observer role allows advisors to shadow students in Bb
- b. Had pilot through summer and fall with Athletics
- c. Pilot was opt-in
- d. Task force will work with Sally Moomaw to see if Faculty Senate wants the observer role to become opt-out and to be extended to other students outside of Athletics
- e. Athletics and Provost Office goal for observer role is to help students meet highest NCAA academic standards

#### **13. Accessibility Project Update (Chris Edwards, Heidi Pettyjohn, and Linda Sabatelli)**

- a) Linda Sabatelli, UCIT, is dedicated project manager for Accessibility project.
- b) Heidi Pettyjohn, Student Affairs Office, is the EIT Coordinator.
- c) Heidi provides oversight for whole program and coordinates effort between Student Affairs and UCIT
- d) Has Executive sponsor
- e) Project kicked off from Office of Civil Rights audit of UC
- f) Project teams consist of:
  - o Purchasing
  - o Audit
  - o Adobe CQ Upgrade to Adobe Experience Manager (AEM)

- Migrating websites not using CQ to AEM
- Communications – Lead is Andrea Rahtz
- Captioning
- Awareness & Development
- g) October 28 is kick off meeting for 70+ project team
- h) UC is committed to compliance and inclusion
- i) DSO can support immediate needs for students in classes
- j) Audit team will focus first on Adobe websites, eLearning LMS, other applications associated with eLearning
  - Remediation process will be different for all three areas
- k) CET&L has hired a new position to focus on creating accessible content for classes
- l) Chris, Heidi and Linda will provide regular updates for this committee

#### **14. Shared Calendar Update (Pat Reid)**

- a. Still deciding who will be moderator
- b. Have a generic email account for it

#### **15. Adjournment**

- a. Committee adjourned at 12:05 PM.