Minutes - eLearning Council Meeting
Friday, March 13th, 2015 | 1:30-3:00 PM
Provost Conference Room

Attendees: Kathy Austin-Beltz, Jeff Barrington, Caleb Cox, Tom Dolan, Mark Dame (for Michael Keller), Stephen Ekwaro-Osire, Gary Elbow, Cliff Fedler, Kelly Fox, Karissa Greathouse, Melanie Hart, Glenn Hill, Jennifer Hughes, David Johnson, Robin Lock, Justin Louder (Chair), Kimberly McCarron, Pat McConnell, Catherine Parsoneault, Vanthanh Phan, Kelly Podzemny, Jacob Price, David Roach (for Stefanie Borst), Rial Rolfe, Erica Romero, Nancy Slagle, Lewis Snell, Suzanne Tapp, Vicki West, Mitzi Ziegner (for Jean Scott)

I.   *Call to Order:* Meeting was called to order at 1:31 p.m. by Dr. Justin Louder.

II.   *Approval of Minutes from Previous Meeting***:** Dr. Robin Lock makes a motion to approve and Ms. Suzanne Tapp seconds. Minutes from the previous eLearning Council meeting held on 2/20/15 are approved by the council.

III.   *Program Approval*

   a.   *Approval of Proposed Online Certificate in Grants and Proposals:* Dr. David Roach informs the council on the proposed online graduate certificate. Dr. Gary Elbow makes a motion to approve the proposal and Dr. Robin Lock seconds. The certificate is already approved by the Graduate Council and will now go to Academic Council for approval.

   b.   *Collin College Programs:* Dr. Melanie Hart informs the council on the four proposed degrees at TTU's (proposed) higher education teaching site at Collin College in McKinney, TX which include a proposed Bachelor of Arts in University Studies, Bachelor of Science in University Studies, Bachelor of General Studies, and Bachelor of Science in Human Sciences. Programs at this site will mostly be hybrid with some face-to-face and fully online. A website for the teaching site has already been established and more information will be added as the project progresses. Dr. Kathy Austin-Beltz makes a motion to approve and Dr. Cliff Fedler seconds. The proposal will now go to Academic Council next for further approval.

IV.   *Discussion Items*

   a.   *SACSCOC:* Ms. Jennifer Hughes speaks on forming a distance learning committee for assessment to put in place mechanisms for the five-year SACSCOC review. Dr. Catherine Parsoneault discusses with the council results from the SACSCOC on-site visit. Dr. Louder asks members of the council to let him know who is interested in joining the subcommittee.

V.   *Technology Showcase – Blackboard Collaborate:* Ms. Karissa Greathouse and Ms. Vanthanh Phan give a presentation on Blackboard Collaborate as a synchronous instruction tool. Some of the tool's features include built-in online conferencing, simultaneous audios and videos, and accessibility on mobile devices. IT and eLearning are looking into making the tool available campus-wide. Mr. Jacob Price mentions to contact Academic Support & Facilities Resources if your program is looking to use a tool like this so they can ensure your location has the required technology.

VI.   ***Regional Site Updates:*** Dr. Kelly Fox provides an update on the TTU teaching sites at Fredericksburg and Highland Lakes. She states that the College of Visual and Performing Arts is moving its Summer II programs to Fredericksburg from the Junction site and they have received a grant for scholarships from the Creative Arts Alliance in Fredericksburg, TX. Central Texas College is now officially a pathway partner at the Fredericksburg site. Ms. Kim McCarron speaks on the Wine and Spirit Education Trust Certification program. Classes will begin in Fredericksburg in the fall and at the Lubbock campus in the spring of 2016. Dr. Lewis Snell from TTU's teaching site at Waco gives an update stating they're close to signing another 5-year agreement for the Waco site.

VII.   ***Open Discussion:*** Dr. Louder speaks about a market analysis and market research tool from Blackboard Inc. for a large-scale market analysis project for online and regional site programs. It will assist in finding potential markets for advertising specific programs based on need and will consist of a 6-month data gathering period that once complete will provide specific suggestions for marketing programs. Dr. Louder also states that eLearning, the TLPDC, and IT are collaborating to host a Pearson's Learning Catalytics session at the TLPDC on April 10th from 12:00 pm – 1:00 pm. Dr. Louder suggests inviting anyone interested in attending. He also mentions a collaboration with eLearning, IT, the TLPDC, and Student Disability Services to draft a policy for captioning services for the university. They hope to have a policy in place by the fall. Dr. Austin-Beltz suggests having Dr. Larry Phillippe speak to the council about policies related to accessibility. Dr. Louder announces a collaborative TLPDC session between eLearning, the TLPDC, and Student Disabilities Services for April 23rd on a faculty member's experience with captioning.

VIII.   ***Adjourn:*** Meeting adjourned at 2:50 p.m.