

eLearning Council Meeting

June 17, 2021

1:30 – 3:00 PM

via Zoom

Attendees: David Doerfert, Melanie Hart, Lewis Snell, Kathy Austin, Pat McConnel, Jameshia Granbury, Marcus Tanner, Celia Merrill, Dennis Arnett, Jody Roginson, Cary Sallee, Suzanne Tapp, John Thomas, Degeng Wang, Clay Taylor, Sandra Huston, Karissa Greathouse, Mahyar Hadigi, Leslie DeBusk, Jongpil Cheon, Stephanie Shine, Victoria Sutton

- I. ***Call to order:*** Meeting was called to order at 1:31p.m. by Dr. Melanie Hart
- II. ***Approval of Minutes from Previous Meeting:*** Dr. Marcus Tanner made a motion to approve, and Dr. David Doerfert seconded. Minutes from the previous eLearning Council Meeting, held 5/20/21, were approved.
- III. ***Proctoring Assessment:*** Dr. Kathy Austin discussed plans for the proctoring assessment that was previously discussed. Based on feedback from the eLearning Council and others, the university will be moving forward with the proctoring assessment with participation needed from both faculty and student government. Many eLearning Council members have been included and would have received a request for the meeting in August. Those who did not receive the invitation request but would like to be involved should contact Dr. Austin.
- IV. ***TopHat Implementation:*** Dr. Austin gave an update on the TopHat Implementation. The university has entered a contract with TopHat for two services, response technology and publishing. The CFOs office will be monitoring charges on FOPs where students or campus departments are paying for ResponseWare outside of TopHat to limit those charges. The only exceptions will be if TopHat does not offer the services or if the service is completely free. IT will work with the faculty utilizing those services to determine who will provide support as TTU IT will not be able to provide that support. They will not disable any services without prior notification.
- V. ***Student Engagement Tool Assessment:*** Dr. Austin spoke on the student engagement tool. The committee is working on categorizing tools. It is going to take some time to go over the quantitative analysis from the pandemic survey that went out so a comprehensive list will go out in the fall.
- VI. ***Technology Tools for Attendance Project:*** Dr. Austin spoke on the Technology Tools for Attendance Project. The provost appointed a committee to look at attendance options. Many instructors were using various ResponseWare primarily to take attendance. The committee is working on standardizing options for faculty that will work with Blackboard, Teams, Zoom, Banner, etc. The Student Government has requested that all attendance data also be available in Strive. The eLearning Council will be the first group to see the data diagram, proposal, and will have the opportunity to provide feedback.
- VII. ***Mandatory Syllabus Information:*** Ms. Suzanne Tapp spoke on the Mandatory Syllabus Information. According to Ms. Tapp, Dr. Lauren Salazar with the Institute for Inclusive Excellence suggested following the model from UCLA. Rather than having the required syllabus elements on individual syllabi, have them available in one central place. Suggestions for such places were Blackboard and a separate website for those who do not utilize Blackboard. This will help keep the required statements universal since instructors would not be able to edit it. Council members agreed this would be a good idea as it would help simplify syllabi and would ensure students get the most up to date statements. Faculty can still put the information in their syllabus if they want to.

- VIII. *Digital Learning Clearinghouse with the THECB:*** Dr. Hart asked the Council to share the memo with anyone they feel needs to see it.
- IX. *Open Discussion:*** Dr. Hart opened the Council for Discussion. Mr. John Thomas gave Blackboard updates. Course name changes have been updated. Live shells for the fall semester will begin pushing out from Banner the first Monday of July. The live shells pushout date for the spring semester is the first Monday of November and for summer the first Monday of April. eLearning will send out communications with the dates.
- X. *Adjourn:*** Meeting adjourned at 2:41pm