

Minutes - eLearning Council Meeting

Thursday October 19, 2017 | 1:30-3:00 PM

Office of the Provost Conference Room, Admin 104

Attendees: Justin Louder, Melanie Hart, Pat McConnel, Kathy Austin, Heather Greenhalgh-Spencer, David Doerfert, Karissa Greathouse, Suzanne Tapp, Ian Barba, Kristi Gilmore, Otto Ratheal, Ron Nail, Jennifer Hughes, Josh Fairbanks, Lisa Leach, Jackie Luft, Vickie Sutton, Erica Romero, Gary Elbow, John R. Thomas, Andrea McCourt, Matthew J. Johnson, Larry Phillippe, Gail Alleyne-Bayne, Lewis Snell, Kelly Fox, Jameshia Granberry, Lance Pickle

- I. **Call to Order:** Meeting was called to order at 1:33 p.m. by Dr. Justin Louder.
- II. **Approval of Minutes from Previous Meeting:** Dr. Kathy Austin made a motion to approve, upon amendment, and Dr. Heather Greenhalgh-Spencer seconded. Minutes from the previous eLearning Council meeting, held on 9/14/17 were approved by the committee.
- III. **Program Approval:**
 - a. **Emerging Technologies Law Graduate Certificate (Online):** Dr. Vickie Sutton spoke on the Emerging Technologies Law Graduate Certificate (Online) program proposal. Dr. David Doerfert made a motion to approve and Dr. Greenhalgh-Spencer seconded. The proposal will be voted on in the next Graduate Council Meeting.
 - b. **Gender & Women's Studies Program Name Change (Online):** Dr. Louder spoke on the Gender & Women's Studies Program Name Change (Online). Dr. Greenhalgh-Spencer made a motion to approve and Dr. Kristi Gilmore seconded. The change was approved by the committee.
- IV. **Accessibility Proposal:** Dr. Lisa Leach spoke on the Accessibility Proposal. A strategic plan was created to assist instructors in the development of online course accessibility compliance. The proposal will be returned to the sub-committee for additional review and amendments.
- V. **Adding Graduate Students to Blackboard:** Dr. Austin spoke on the Adding of Graduate Students to Blackboard. A security plan has been put in place to prevent anyone who has not been designated as a TA or an instructor and anyone who has not completed the FERPA training at TTU from being enrolled in a course in any role other than a student. Students needing access will have to be FERPA certified and verified in Banner that they are a designated TA or instructor.
- VI. **Proctoring Pilot Update:** Dr. Austin and Dr. Louder discussed the Proctoring Pilot Update. Negotiations are taking place to purchase the product. The results of the pilot have been very successful.
- VII. **Open Discussion: Distance/Online Priorities:** The council had an open discussion regarding online priorities. Dr. Gilmore discussed providing an online teaching training for faculty and navigation consistency with online courses. Dr. Doerfert discussed partnerships with international, interstate, state by state and minimums the university has to meet. Dr. Andrea McCourt discussed adjunct faculty policy and suggested that they complete TTU

FERPA training. Adjunct and out of state faculty when dealing with accessibility was also discussed. Dr. Louder discussed the Online Learning Consortium (OLC) Worldwide Conference. eLearning & Academic Partnerships has purchased a group virtual registration package for the upcoming OLC Accelerate conference, the conference is November 15-17, 2017. Over 100 sessions will be live streamed, including the keynote and plenary sessions, featured sessions, research highlights sessions, select education sessions, and key industry showcase sessions. eLearning & Academic Partnerships will host the National Distance Learning Week (NDLW) kickoff event and combine it with an Open House to view the new space. The event will be held the week of November 6th – 10th, 2017 at the Texas Tech Plaza.

VIII. Regional Site Updates: Dr. Kelly Fox and Mr. Lance Pickle discussed updates for the Fredericksburg and Highland Lakes Campuses. Recruitment has begun with Central Texas College and Fredericksburg ISD in support of more Dual Credit courses. Dr. Fox discussed implementing Target X. Dr. Clay Taylor has been helping the campuses with an articulation agreement. Dr. Fox is working on hiring adjunct faculty to teach for the Fall semester. The campus continues to look for potential new studies to add. Dr. Lewis Snell discussed updates for the Waco Regional Site. The Waco campus is working on a new position for education and finalizing the Spring semester schedule. Ms. Jameshia Granberry discussed updates for the Collin campus. The campus is expanding to the North Central, Collin County, and Dallas Community College areas for recruitment.

IX. Adjourn: Meeting adjourned at 2:27 p.m.