

**Minutes-eLearning Council
Meeting**

**September 16, 2021
2:00 – 3:00 pm
via Zoom**

Attendees: Justin Louder, Degeng Wang, Kathy Austin, Mahyar Hadighi, Teresa Diaz, Eric Rasmussen, Liz Beaty, Jameshia Granberry, Marcus Tanner, Jongpil Cheon, Jody Roginson, Melanie Hart, Otto Ratheal, Leslie Debusk, Karissa Greathouse, John Thomas, Celia Merrill, Sandra Huston, Suzanne Tapp, Dennis Arnett, Larry Phillippe, Victoria Sutton, Cary Sallee, Lewis Snell, Mario Beruvides, Clay Taylor, Lisa leach, Katie Randolph

- I. **Call to Order:** Meeting was called to order at 2:01 P.M. by Dr. Justin Louder
- II. **Approval of minutes from last meeting:** Dr. Marcus Tanner made a motion to approve, and Dr. Kathy Austin seconded. Minutes from the previous eLearning Council meeting, held 8/19/21, were approved.
- III. **New Distance Program Approvals:**
 - a. **BA in Public Relations & Strategic Communication Management:** Dr. Eric Rasmussen spoke on the Bachelor of Arts in Public Relations and Strategic Communication Management. Dr. Larry Phillippe made a motion to approve, and Ms. Vickie Sutton seconded. The proposal will be voted on in the next Academic Council meeting.
 - b. **Graduate Certificate in Strategic Sports Communication:** Ms. Jody Roginson spoke on the Graduate Certificate in Strategic Sports Communication. Ms. Suzanne Tapp made a motion to approve, Dr. Tanner seconded. The proposal will be voted on in the next Graduate Council meeting.
 - c. **Integrative Studies – Minor & Concentration Changes:** Dr. Marcus Tanner spoke on the changes in the Integrative Studies programs. Ms. Liz Beaty made a motion to approve, and Dr. Mahyar Hadighi seconded. The proposals will be voted on in the next Academic Council meeting.
- IV. **Learning Assistant Program:** Ms. Tapp spoke on the Learning Assistant Program. The Learning Assistant Program is a supplemental program that does not replace any existing programs or positions. A Learning Assistant is an undergraduate student who has successfully completed a course previously. They are able to help students in the course with very specific portions of the course. Chemistry, Math, Chemical Engineering, English, and Architecture have Learning Assistants currently. Learning assistants do not grade assignments, they only assist students. We have created a specific role for them in Blackboard so they can only see course content and not grades. Learning Assistants are selected by a partnership with the TLPDC and the instructor of record. Some programs prefer Majors to be learning assistants, but it is not a requirement in all programs. Dr. Ken Griffith at TLPDC leads the program.
- V. **Assessment Updates:** Dr. Kathy Austin spoke on Assessment Updates.
 - a. **Student Engagement**

The assessment team has been unable to meet recently but will meet again soon to resume their goal to select a portfolio of engagement tools. They are hoping to make some awards in the late spring/early summer, but in time to provide fall options for Faculty.
 - b. **Proctoring**

In the process of finalizing requirements and evaluation criteria. The group is hoping to release the RFP this semester, but doing the evaluation in the spring and summer.
 - c. **Student Success & Retention**

The group will be looking for products. The current product is Hobsons Starfish but it

has been bought out by EAB so it is now EAB Starfish. Expecting to be delayed until spring

d. Web Accessibility Solutions

Looking for vendor outside of Bb environment. They had an outstanding response to the RFP. They will begin negotiations and hope to make an announcement this semester.

VI. TopHat Implementation: Dr. Austin spoke on TopHat Implementation. Dr. Stewart is going to redouble the efforts on campus communications to ensure faculty are aware that TopHat is the only option they can utilize, students cannot be charged for a service, and institutional funds cannot be used to purchase a duplicative service. The primary issue is not charging students. Dr. Austin shared charts of the four largest programs used on campus. While TopHat was not the top performer in all categories, it was the top performer overall. The charts will be shared around campus so faculty can see them. Dr. Austin also reiterated the benefits of publishing products with TopHat.

VII. Follett Bookstore Implementation: Dr. Austin spoke on Follett Bookstore Implementation. Follett is fully implemented in Blackboard and everything has been launched into production. Dr. Austin thanked everyone who worked to make the launch a success.

VIII. Blackboard Updates: Mr. John Thomas and Ms. Leslie Debusk spoke on Blackboard Updates. They are working to resolve an issue with screen refreshing within certain activities within Blackboard. Students and faculty are both having the issue. The fix is to turn off the Proctorio extension within Chrome or to use Firefox.

Mr. Thomas stated that once everyone on campus is moved to the TTU Zoom account they will be able to activate Zoom in Blackboard.

IX. Open Discussion: There were no items discussed.

X. Adjourn: Meeting Adjourned at 2:44 P.M.

Materials Link: <https://bit.ly/3EnKmH1>