Online Learning Advisory Council
Meeting Minutes
May 5, 2023, 3pm

1. Approved April minutes
2. Canvas Updates
    - Upgrade to New Quizzes (Rich Content Editor returns by June). This is still in the process of taking place as well as migration of classic quizzes into new quizzes.
    - Speed Grader will be implemented to allow for the ability to grade one question at a time instead of having to grade each quiz one at a time.
    - TurnItIn LTI issue may delay update because it is not working well. The goal to make this update **is on hold until this fall**.
    - Pearson is Updating LTI and for now it seems to be working. Do not use the new VitalSource from Pearson as it is not ready for the LTI update yet. **Wait.**
3. Next year's membership
    a. Rolling off members need to report replacements chosen (Akram, Daniel, Aaron, Kevin)
    c. Officers election took place for the 2023-2024 academic year. Damon Feuerborn will be the chair next year. Hugh Clark will serve as Vice Chair. Tina Wolff will be the recorder.
4. Regular and Substantive Interaction continued conversation (RSI) (Vince and Ed) Vince attended a conference and shared a PowerPoint and video before the meeting in an email.
    - Vince is asking what is needed to satisfy HLC. He suggested creating a subcommittee this fall so we can show what type of training we give at JCCC to make sure faculty meets RSI for courses they teach. How do we make sure that courses provide good content, are taught well and fulfill RSI? What do we need to do to fill any gaps?
    - Should RSI be under departmental/division control or a JCCC rule for all faculty? Some departments already do quality control to make sure we do not offer "correspondence courses", but rather courses that have interactions from those teaching with their students. Vince met with John Clayton and others to make sure this discussion takes place and suggests forming a subcommittee this fall to discuss the topic. When HLC comes for a site visit, they most likely will ask for sampling of courses, as they did for sampling of syllabi. Perhaps they will ask to see courses to make sure that they meet RSI.
    - Questions: is this for all hybrid courses that include the word online/have an online component? Do we have a list that exists, and do we say to a faculty member-we recommend these changes- after looking at course content? What specifically are we looking for in a course? What are the steps that need to be followed? Does a faculty member meet with a chair or the dean? What are the

assessment steps? Ed referenced OSQAR rubric and said RSI items have been/can be added. He said we should look at the rubric we now have, and discuss how we educate everyone to use the rubric we have in place and one that may be modified. Do we need to look at the course definitions?

5. Course Delivery Method update: 'Online Hybrid' now has "Zoom" in the course description on pages that Marketing updated. Marketing did this quickly without a discussion with IDC. This exists as well for hybrid. We know this is a brand name, but the deans have asked if we can add another word or perhaps modify the website. A committee member suggested adding "such as zoom" and "including zoom" to avoid using a brand name. Ed suggested he work with Vince to update the definition on the website so Vince can work with IDC to approve the website pages.

6. Student Storage issue – Some students are running out of storage with the 5gig limit. Students are losing things that were previously stored. Right now, we are in the discovery phase to find a solution to this problem, and OLAC has been asked if something needs to be done. Faculty are telling students now to make sure that they have everything backed up to prevent loss of work. One drive exists but is not yet set up for students since they use gmail. Question: is there a need for students to be given more storage? Can one drive be used for students? Can students use icloud because when they use a public computer and then they leave, the file is never saved on a computer. Rob Caffey said he will come to a later meeting this fall and give an update. This question will go to ETAC.

7. ChatGPT and AI – The question was asked "Is AI flagging going well?" We haven't talked about this in OLAC. There will a session to discuss this in the future in another department and report back to OLAC.

8. Representative Reports-none

9. Aaron and others were thanked for their service. Ed suggested Damon, Hugh, Vince, and Tina meet in August to discuss meeting times.

Next meeting: Sept 1st at 3pm and discussion in case we need to change the meeting time.