

TCC Governance Committee Minutes #
Online Learning #

Date: March 23, 2019

Time: 10:30 AM – 12PM

Location: 2625 Martin Building - Norfolk

Attendance

In attendance: Matthew Watts (Chair), Bill Conner (Secretary-P), Julia Arnold (N), Michele Marits (VB), Bethany Wright (Librarian), John Morea (Ex-Officio), Iris Wang (DL); Amanda Goldstein (ASA); Kelly Gillerlain (PAPC); Ané Pearman (CTLIC, PAPC); Leah Hagedorn (N); Jessica Morales (C) (via phone call).

Absent

Marcee Andersen (Dean); Forrest Crock (Vice Chair – C); Beth Callahan (PAPC); Beth Callahan (Disabilities Counselor); Rebecca Murray (Student); Libby Jakubowski (SS)

I. Call to order

A. Meeting was called to order by Matt Watts at 10:30 a.m. A quorum was present.

II. Agenda Items

- A. Approval of Minutes – The minutes of the February 2019 meeting were approved as amended. There was a motion, and a second. All voted in favor, subject to the amendments.
- B. Canvas Survey – Matt reported the results of the survey:
- 1) Most students are using PCs or MacBooks to access and Canvas, with Chrome as their browser.
 - 2) Students seem pretty satisfied with Canvas.
 - 3) Some students are uncomfortable with the switch from Blackboard.
 - 4) More students might use devices such as smartphones if mobile technology is better discussed / announced / marketed.
- C. Student Preparation for Online classes – Some members of the OLC feel that counselors should better explain online classes to students. Counselors will need recommendations to properly do this.
- D. Distance Learning Update – John Morea did a presentation on Distance Learning as follows:
- 1) Canvas Meeting Update – John attended this.
 - 2) Blackboard Ticker – A “ticker” appears on the Blackboard home page which counts down the days until professors are required to switch their courses to Canvas.
 - 3) Dual Enrollment – Some dual enrollment classes that began in January, won't end until June. Professors may complete these courses in Blackboard since students began the course with it. There may be a different way to log on after May 20th. It is unclear at this time whether or not that will be the case.

4) Syllabus in Canvas – The syllabus can be built in Syllabus Builder for each class. After it is built, it should be added into Canvas as a file, and linked to Course Information, as appropriate. The section called “syllabus” is similar to a page, and the syllabus can be copied and pasted onto it, but this is not a substitute for a file that the students can download.

E. Video Conferencing – The following motion was made and seconded at the meeting. All voted in favor of approving it: The OLC recommends that TCC follow the recommendation of the VCCS IN adopting the web conferencing solution ZOOM as a replacement for Blackboard Collaborate prior to the current BLACKBOARD contract expiring AT THE END OF this academic year. ZOOM ENSURES THE continuity of teaching and learning with a product that allows FIVE OR MORE STUDENTS TO SHARE VIDEO AND CONTENT.

F. Merger of Committees – A motion was made and seconded to recommend merging the CTLC (Classroom Technology and Learning Committee) into the OLC (Online Learning Committee). All voted in favor.

G. Changes to Bylaws – Changes to these to reflect the new name of the committee were presented and discussed. A vote will be taken at the April meeting.

H. Shorter Course Durations– Ané Pearman suggested a resolution that asks the Vice President of Academic Affairs to request that Pathways study shorter course durations, and then use their research to plan their own schedules accurately. All voted in favor.

I. Subcommittee dealing with an online course review – Bill Conner distributed copies of the subcommittee’s proposed “online course standards.” He suggested that there are already improvements proposed by members of the subcommittee. The entire OLC was asked to review the document and propose changes in time for a final document to be presented for a motion at the next OLC meeting.

III. & The meeting was adjourned at 12pm. The next meeting will be at 10:00AM on Friday, April 26th, 2019. It will occur in the Martin Building, Room 2610.