MINUTES

COMMITTEE: Distance Education and Learning Technology Committee (DELTC)

MEETING DATE/TIME/LOCATION: February 26, 2020, 3:30 pm, Austin 308

PERSON PRESIDING: Timm Hackett, Chair

MEMBERS IN ATTENDANCE: ("x" indicates that a member was present)

Regular Members (5 needed for Quorum)		Ex-Officio Members	
Kathleen Sitzman	x	Diana Bond (Rep. of Chancellor)	
Barbara Kellam		Regis Gilman (Rep. of Provost)	x
Timm Hackett	x	Rep. of VC for Health Sciences	OPEN
Peng Xiao	x	Steven Schmidt (Rep. of Graduate Council)	x
Guyla Evans	x	Wendy Creasey (Rep. of CIO)	x
Kathy Lohr	x	Len Annetta (Rep. of Chair of the Faculty)	
Scott Walfield	x	Melinda Doty (Rep. of Faculty Senate)	
Will Banks	x	Mariama Ibrahim (Rep. of Student Body)	x
OPEN			

ACTIONS OF MEETING:
1. Meeting was called to order by Timm Hackett, Chair.
2. Minutes approved.
3. Old Business
    a. Best Practices Contingency and Continuity Plans
        i. Document was reviewed and minor editorial amendments were made. Motion to approve the document and submit as amended by Will Banks, seconded by Steven Schmidt; motion carried.
        ii. Document is on the Faculty Senate agenda for March.
4. New Business
    a. Canvas Transition Update (Wendy Creasey)
        i. Training is ongoing. Based upon feedback, some "College-specific" sessions will be offered. Content imports have been successful. Blackboard is willing to do a 3 month contract for […Wendy, can you clarify this piece for me?]
        ii. Discussed End of Life date for VoiceThread (<20 users), Collaborate (~5 users), Ally, Outcomes, and Analytics. A motion was made to approve May 31 as the end of life date for these applications by Will Banks; seconded by Guyla Evans; motion carried.
    b. ATAC Committee Update (Wendy Creasey)
        i. The Writing Across the Curriculum committee has agreed to move forward with Portfolium for Writing Intensive (WI) designated courses. Some gaps in function have been identified, but the existing tools are deemed adequate to proceed. Bb Portfolio and iWebFolio tools will be discontinued.

        ii.   Single signon will be implemented for Starfish.
- c.   IRCC Update (Peng Xiao)
  - i.   The Alternative Textbook program through the Library has been successful, saving $351,000. The library purchases the textbook(s) and students receive free electronic access.
  - ii.   Scholars@ECU.EDU: faculty are encouraged to edit their public display profiles in Faculty180 so that interested parties can find their work.
  - iii.   Single signon now requires the full ECU email address (@ecu.edu) for access.
- d.   Other ITCS Updates (Wendy Creasey)
  - i.   For Adobe, there are plans to identify champions (1/college, 2/arts and sciences) who will receive a stipend of $1000. These champions will be tasked with sharing best practices, helping with user groups, etc. A technology showcase is under development for the fall. Several efforts are in progress to drive Adobe usage, including digital literacy initiatives in the COAD classes, student user groups/summer research groups, and others.
  - ii.   Work on the Badgr application is moving forward. We now have a standard operating procedure for co-curricular badging only. The process will require committee review and approval in order for badges to be issued, and the Distance Education learning module will be the first. Badging may also be used internally within Canvas courses for purpose of student engagement/gamification only (does not result in any "official" badges). Michael Kocher has developed a variety can faculty can use to enhance their courses; he will be invited to share with us in March.
- e.   Myname.ecu.edu
  - i.   Timm Hackett reports that student preferred names now display in Outlook.
  - ii.   Angela Anderson was scheduled to present but was unable to attend; she will be invited to a future meeting to share more information with the committee.
- f.   Other Discussion
  - i.   Peng Xiao reminded the group of the Educational Testing Center services and that UNC Online offers proctoring centers across the state. [My notes were not especially good here…please feel free to clarify.]
  - ii.   Timm Hackett identified the need for additional clarity surrounding hybrid instruction and suggested as a future topic for the committee to address.
5. Adjournment: With no further business, motion to adjourn was made and properly seconded. Meeting was adjourned at 4:35 p.m.

NEXT MEETING: Wednesday, March 25, 2020 at 3:30 p.m. in Austin 308.

Respectfully submitted,
Guyla Evans, Secretary