

Digital Learning Advisory Committee (DLAC)
General Committee Meeting Agenda
MS Teams Virtual Meeting

April 26, 2022

- I. Call to Order and Attendance
(Note: Attendance is documented based on those individuals who type their name in the chat box.)
- I. Acceptance of Agenda
(Note: If there are no updates or edits, the agenda will stand accepted as written.)
- II. Approval of Minutes from the March 22, 2022 meeting.
(Note: If there are no corrections, the minutes will stand approved as written.)
- III. Reports
 - Curriculum, Instruction, and Assessment Office
 - UITS—Three days left to finish Cybersecurity training. SoftChalk Create users of desktop version should be aware that the vendor is discontinuing the client and ending development. All support will end at the end of the year. Development support will end on June 30. Michael Poureau encourages everyone to migrate data to SoftChalk Cloud. As long as the client is downloaded, users will be able to use it, but will no longer be able to get a new copy of it. Anushua Poddar and her team were successful with the IPSIS update.
 - KSU Library—none at this time
 - Registrar’s Office- New Member Danielle Herrington
 - Affordable Learning Georgia (Detailed minutes in the DLAC Teams General files)—there will be a new grant round, and more information is forthcoming.
 - Digital Learning Innovations—Course review request—circulate this link--
https://dli.kennesaw.edu/services/coursereview/course_review_request_form.php
 - College Distance Learning Coordinators
 - Other
- IV. Unfinished Business
 - D2L default shell update- Brichaya Shah Brichaya shared the new shell design template. DLI will be offering a lot of professional development this summer, and they ask that we promote the new template.
 - Anushua Poddar shared that starting spring 2023, the two column layout will become the default in D2L while the three column layout will still be an option.
 - Anissa asked that the template be applied to a few courses to test how it works before the July push of all the new sections.
 - Julie moved to accept the D2L template. Radwan moved. Joy Brookshire accepted.
- V. New Business
 - Learning Analytics- Anissa Vega and Sanjoosh Akkienei
 - Purpose of project is to look at D2L and see how we can use that power and data as a mechanism to manage learning—in all modalities. Anissa and Sanjoosh shared

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various possible dashboards, and attendees gave input on needs and how the information might be used. DLI has a microlearning on how to find and interpret data analytics. Interested persons are invited to offer feedback and get involved. The feedback form is here: <https://forms.office.com/r/WCswYJ5N1p>.

- Context of project. What data we have available. What is the purpose/goal for the use of data?
 - I. What do faculty want?
 - II. How often do they want this data?
 - III. How can we make this as useful as possible to instructors so they will use the data to improve student outcomes throughout the semester?
 - IV. How do we get faculty involvement in designing reports?

- Proposal for Online General Education Courses- Anissa Vega
Proposal presented to the general education council. Anissa had reached out to ask if the GEC wanted to provide guidance regarding that problem. The GEC was reluctant to provide specific advice or establish a committee. Conversation ensued regarding a past policy that all gen ed courses be offered online. However, if there is a policy, Anissa confirms that not all gen ed courses offered at KSU are available online.

- Proposed Addition to the Digital Learning Guidebook- Kim Loomis
 - Add an Infographic that provides generally applicable steps to the processes of online/hybrid course development and review. The Infographic would become section IIIA, with Definitions of Modalities becoming IIIB, Blended Learning Models becoming IIIC, and Digital Teaching and Learning Guidelines becoming IIID
 - DLAC approved adding the section to the guidebook.

- Election of the DLAC Executive Committee
 - Committee Chair –Tammy Powell
 - Associate Chair –Svetlana Peltsverger
 - Recording Secretary –Lisa Hedstrom
 - At-Large Members (2)
 - I. Cristen Dutcher
 - II. vacant
 - Faculty Senate Liaison –vacant

- Discussion: What would this body like DLAC to do if something comes up in the summer?

- Discussion: Directed Study, Practicums and Dissertation Hours- Julie Moore
 - Should Directed Study, Practicum and Dissertation Hours be exempt from being reviewed for online modality? Right now they are not.

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- Svetlana added that she also was asked to put similar programs online and wanted to ask that special topics be added.
- Danielle Herrington shared that sections coded as online are given the online section. Other sections are coded as on-campus.

VI. Announcements

- Review of Work in 2021- 20222
- Please continue to promote and make known the *Faculty Guide for Digital Teaching and Learning*, available at <https://cia.kennesaw.edu/digital-learning/policies.php>
- Please aid in transitioning new DLAC members to the work of the group.

- Next DLAC Executive Committee meeting: August 16, 2022
- Next DLAC General Committee meeting: August 30, 2022
Meeting schedules with links, agendas, and minutes can be found on the DLAC website: <https://dlac.kennesaw.edu>

VII. Adjournment