JOINT COMMITTEE ON ONLINE AND DISTANCE LEARNING  
Minutes  
Monday February 6, 2017

Present: Laura Beauvais, Terry Deeney (for Anne Seitsinger), Jill Doerner, Diane Goldsmith, Aria Mia Loberti, Mike Motta, Vince Petronio, Damon Rarick, Joannah Portman-Daley, David Porter, Kathleen Torrens.

1. The October Minutes were approved

2. Discussion of Moving to Sakai 11
   a. The committee discussed moving to Sakai 11 in August 2017. Ben Leveillee is requesting faculty input into the decision by inviting faculty to work in the test environment and provide feedback. The Online Office agreed to send the invitation to be a tester to the Joint Committee and send out another invite through the ATL listserv.

3. Update on Accessibility Issues
   a. Joannah Portman-Daley provided an update on the work of the Disability Committee. They will be doing an audit on digital accessibility. They hope that will give us more data to fund a campus wide solution. The discussion also included how we might use Media Site as the “middle” site for faculty to upload their video, have it sent to a contracted agency for captioning, and returned.

   b. Until then the Online Education office is asking for one year of additional support for the captioning project for short (10 minutes or less) videos used in online and blended classes. This work is done by a student.

   c. There was also a discussion of how faculty might use the content in a library CD which is no longer available from Netflix in their online class.

4. Diane reported on the new form that Ben Leveillee is using for reporting issues with students uploading work and not being recorded. This allows for a technical review of Sakai related to missing work

5. Diane reported on the letter she received from the union regarding our training and methods for certified as “qualified” to teach online and the response from the administration

6. Online Program updates
   a. The Online RN to BS program has over 500 students enrolled.
7. The Committee discussed Ideas for new gen ed courses for RN to BS - especially humanities and arts. These included Theater 100 and Music.

8. The Committee discussed several issues with Sakai which Joannah agreed to bring to the Sakai meeting with MTS.
   a. When adding student content in Lessons - used to be able to navigate between student submissions with arrows but no more
   b. Modules and other obsolete tools - how long will they be viewable for instructors?
   c. Can you remove yourself from a site?
   d. Is there a way to set preferences so that messages/announcements/etc. can be sent as text messages?

The meeting adjourned at 3:30.

Respectfully submitted
Diane J. Goldsmith