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Blackboard Distance Learning Steering Committee meeting : March 28, 2011

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Blackboard Distance Learning Steering Committee
March 28, 2011
Agenda

1. Review of how we got here (C. Hixson)
2. Report on Faculty Senate meeting (C. Hixson and M. Walters)
3. Review of recommendations and steps forward (group)

Summary

Dean Carol Hixson convened the meeting at 2:00 p.m.

1. Carol Hixson handed out the partial chronology of DL activities since September 2009. (See separate attachment.)
2. Dean Carol Hixson and Dr. Mark Walters outlined the discussion that took place at the Faculty Senate meeting last week. Dr. Noonan and Dean Hixson had been asked to update the Senate on the Blackboard engagement and they did so by handing out the chronology and the Executive Summary from Blackboard. The Chancellor then shared her perspective on DL at USFSP with the Faculty Senate.
3. Dean Hixson handed out a summary of the gaps and recommendations (see separate attachment) to make discussion easier. Based on the Chancellor's perspective that Dr. Walters and Dean Hixson shared, the group made the following decisions (referencing the summary document) on how to move forward:
 - 3.1 – On hold for now.
 - 3.2 – On hold for now.
 - 3.3 – On hold for now.
 - 3.4.1 – USFSP has joined Quality Matters (QM) as a full institutional member. Dean Hixson coordinated the USFSP application and has received the preliminary information on how to log in and sign up to begin using the services. Dr. Steve Lang and David Brodosi shared information they had on using QM. Dean Hixson expressed a desire to turn over coordination of QM to faculty as soon as possible. The group indicated that they wanted to have faculty and instructional designers trained as QM certified reviewers and trainers and to roll the services out to faculty.
 - **Action item:** Dr. Lang agreed to lead a group to look into how to make effective use of the QM services.

3.4.2 – Dean Hixson noted that Blackboard still had to deliver its report on a course design process and the group decided to delay further discussion on this topic until that report had been received and reviewed.

3.4.3 – Everyone agreed that this was a very important area and was one where the Steering Committee could make substantive progress. A number of different avenues for faculty development were discussed. The group opted to have a sub-group (with representation from the Library and each College) review what was needed and suggest mechanisms for meeting the needs.

- **Action item:** Dean Carol Hixson, Dr. Alison Watkins, Dr. Steve Lang, and Dr. Barbara Jolley will form a sub-group to begin reviewing faculty development needs.

3.4.4 – On hold for now.

3.4.5 – On hold for now.

3.5 – The group felt that improving student support services for online learners at USFSP was a critical need. The Library has already created a web page that pulls together some of the existing services that support online learners. Dean Hixson noted that it is an attempt to pull existing services into one spot and that it needs to have more content and also needs to be designed to be more effective. John Diaz asked what role the new University webmaster would have in developing or designing such a page. Dean Hixson noted that the Library's page could be migrated anywhere once the content was fleshed out. She also noted that some of the gaps in content are due to the need to develop policies specific to USFSP.

- **Action item:** As a first step, Dean Hixson will send the existing DL support page URL out to the Steering Committee and ask the group to identify missing elements and people to involve in filling in the gaps.

3.6.1 – On hold for now.

3.6.2 – Discussions focused on data currently collected and how it is collected. Dean Vivian Fueyo asked what was needed. The group noted that there are budgetary needs and also assessment needs. David Brodosi explained some of the work that he has done on an ad hoc basis to gather data for the Library's planning and the challenges encountered because of incorrect coding of courses. It was noted that David Everingham has also pulled together reports for Dr. Noonan at times. Julie Jakway noted that the USFSP Registrar should be consulted about what data could be pulled from Banner.

- **Action item:** As a first step, Dean Hixson will survey the group to determine what data we need and solicit ideas for how we might gather the data and make it available to all who need it for planning, budgeting, and assessment.

3.6.3 – On hold for now.

3.6.4 – On hold for now.

3.7 – On hold for now.

3.8 – The group noted that this was very important and that earlier action items were going to address many of the recommendations. Further review could follow at a later date.

The meeting ended at 3:30 p.m.