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Online Learning Advisory Council
Meeting Agenda
September 1, 2023 3:00pm

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1. Approval of May Minutes (after a few typos corrected)
2. Welcome new members-David Lingerfelt-Inf Tech, Ted Rollins-Eng, Darlene Hatcher-Math, Faith Jacobsen-Sci.
3. Canvas updates-Ed
   a. New Quizzes-there are not as many issues as before as things are getting better. You can export quizzes in QTI and students can build on the last attempt of a quiz.
   b. Canvas dropping student or not issue discussed. On August 1 changes were rolled out so drops in banner could move to Canvas. However, this is not perfect, as there are still issues. Teachers need to compare the EASI roster against the Canvas roster and contact tech support if a student was dropped from EASI but is still showing in Canvas. Ed sent members an email statement to be shared with faculty about contacting Tech support if Canvas and EASI rosters differ.
4. Regular and Substantive Interaction (RSI)- Vince and Ed
   a. Vince and Ed stated the conversation will continue so make sure we have quality course content. We have been using guidelines from 20 years ago and are using OSCQR. What else do we have in place to insure we have good course content and who will review course content?
   b. University of Nevada, Reno wording
      i. https://www.unr.edu/digital-learning/online-learning/online-learning-standards-and-policies/regular-and-substantive-interaction-(rsi)
   c. A Sub-committee of 3 + Ed will meet and come back to OLAC with recommendations about quality control guidelines (George Ferguson, Darlene Hatch, Jessica Tipton and Ed Lovitt)
   d. The rubric/tool used is not punitive but rather a "check off list" to make sure we are meeting the Dept. of Education criteria.
5. AAC Announcement in Canvas- Ed
   a. AAC wants to place a tutoring button in Canvas that is an optional button in settings that teachers can move and add to the main menu. Teachers can add it or hide it in settings if this service is not used by students in their courses. This tutor link would allow students to make reservations easily via Canvas. Library asked about having all help included in buttons since LibCal is separate. There will be a future discussion about LIbCal.
   b. Option for October deployment of the tutor button was approved by OLAC.
   c. Permanent navigation link would exist for this spring. (Teachers can ignore this or go to settings and move this link into the "show" button in Canvas.
6. Canvas Help- the question mark icon in global navigation mark is what you click in Canvas to find information. (Vince) The proposal is to house forms in question mark area and delete items that are no longer needed such as Canvas training that was put there during the pandemic. OLAC voted to have a BETA mock up, try it out before making this a permanent button.
   a. Student Conduct button exists. Click on the question mark in Canvas.
   b. Academic Alert- option discussion. We have a request from the Academic Alert Coordinator in the AAC to add a link to the JCCC Assistance menu in Canvas, under the global left side navigation (see below). There is a renewed focus on academic alerts, also related to the Wrap Around Services strategic planning project.
      1. Link Name: Alerting At-Risk Students
      2. Links to: https://infohub.jccc.edu/toolbox-articles/alerting-at-risk-students/
      3. Brief description: JCCC has several intervention tools for faculty and staff to alert students for concerns related to academics (ex: missing assignments, failing

grades, and/or non-attendance), mental health and/or unusual behavior to the appropriate resources.

    4. The position on the menu will either be right above or below the current Student Conduct Link.

7. Meeting time for fall semester poll on canvas for 1:00 or 3:00 meetings- Ed. The majority of those polled voted for 1PM.

    a. The meeting adjourned at 3:35.

8. Next Meeting October 6 at 1PM.