DEC Minutes – February 24, 2022

# Attendees

Tamara Powell (ODE), Patrick Carter (ODE), Lesley Gabel (ODE), Brayden Milam (ODE—took notes), Kaylee Polk (ODE), Barbara Gainey (RCHSS), Carlton Usher (ISD), David Cassilo (SOCM), Garrett Smith (GEOG, Online B.S.), Julie Newell (RCHSS), LeeAnn Lands (HIST/PHIL), Rebecca LeFebvre (SGIA), Uli Ingram (GEOG/ANTH), Sara Evans (SCJ), Sharon Pearcey (PSYC), Alan Watts (WLC), Laura Howard (ENGL)

Meeting began at 3:00pm and closed at 4:15pm. Tamara Powell led the meeting.

# Update on the Review Process

Julie is joining us! She will be with us to review hybrid courses after the DLI review is completed. More specifically, she will be looking at the sufficient content portion of the KSU Course Quality Checklist. She will NOT be reviewing as a subject matter expert/content specialist. She is ONLY looking at the amount of content in hybrid courses.

We are also behind. The number of submitted courses is about 40% more than what we projected. We did meet with the team to try to streamline some of the processes, so the ODE is implementing some new ideas. We are not chasing after people about the two-week revision deadline; Sharon Pearcey is requesting her faculty respect this deadline.

To address some rumors:

1. No chair has had to intervene because the ODE hasn’t understood something.
2. The ODE does understand and respect workshop days.
3. Every department has had at least one person go through the review process successfully.

# Updates from ITAC

* Phishing Button in Outlook
* iPads and swivels are available from UITS
* Instead of sending a service request, please use service.kennesaw.edu
* Please remember about looking at LCR
* IPSIS reminder
* Need numbers on use of Adobe by students
* Please remind all faculty to subscribe to KSU Today (request from ITAC)

# Updates from DLAC

## D2L Two-Column Homepage Template

It would be available, but faculty can opt out.

### Feedback from DEC

The syllabus and Meet the Instructor panels aren’t really that necessary after the semester begins. Some departments agreed that the calendar feature would be really handy to have, while others said they don’t use the calendar.

Also, it would be really helpful for the people who do use the calendar feature if it could be expanded so that the calendar event information isn’t behind a link.

## Other Notes

* Elections for new RCHSS DLAC representative—Thierry Léger is in charge of elections, so be on the look out for the call. This position is a three-year term from the general college. DLAC meets once per month for an hour.
* "Faculty Guidebook for Digital Teaching and Learning"
* Please take a look at the [Advisory Model for Open Education in Promotion and Tenure Process](https://alg.manifoldapp.org/projects/t-p-guidelines) and send feedback to Jeff Gallant or Tammy
* Also, please share the library's[OER week planned festivities](https://libguides.kennesaw.edu/oer/oeweek) with your faculty (so far the page is not populated with an agenda, but check back)
* Kim Loomis is the new faculty liaison with DLI
	1. Digital Course Repository Update: She wants to create a repository for online course shells, and she has been encouraged to create a steering committee. If you are interested in serving on the committee, please let Tammy know.
	2. Show and Tell Conference Update
	3. AOSSE Update

# Upcoming trainings in RCHSS ODE ([sign up here](https://forms.office.com/Pages/ResponsePage.aspx?id=5W7yRTTxnkO8k-bH4z1hwuW85QoFKF9OmypAi0I4l-FUQVgwR1UzVkc4TjlDVVQ3SU5SNFZZSzlLRCQlQCN0PWcu))

* Tuesday, March 8 from 10am-11am: D2L Weighted Gradebook Training with Patrick
* Tuesday, March 8 from 2pm-3pm: D2L Points Gradebook Training with Patrick
* Wednesday, March 9 from 10am-11am: D2L Points Gradebook Training with Patrick
* Wednesday, March 9 from 2pm-3pm: D2L Weighted Gradebook Training with Patrick
* Tuesday, March 15 from 10am-11:30am: Painless Accessibility with Lesley and Kaylee
* Tuesday, March 15 from 3pm-4:30pm: Painless Accessibility with Lesley and Kaylee
* Thursday, March 17 from 9:30am to 5:00pm: Build a Web Course Bootcamp
* Friday, March 18 from 9:30am-5:00pm: Build a Web Course Bootcamp (repeat on different day)
* Thursday, March 24 from 10am-11am: Online Engagement with Stephen and Tammy

# Reminder about the importance of content in online courses

Please remind your faculty that online days in hybrid courses need content. Online courses need content, too. The course content should be the equivalent of what is taught in the face-to-face classroom. We’re seeing a lot of bullet list PowerPoints as weekly content.

Laura Howard suggested that part of the problem may be variation in training across the campus—the BWC is different from the DLI’s OCD. There’s also some confusion as to what backwards design is. A lot of this builds to gaps in knowledge—especially because of how much instructional design work goes into teaching effectively online.

Lesley Gabel suggested that topics like UDL and backwards design could be areas for microtrainings. Tammy agreed and thinks we may need to revamp BATH. She also suggested that a basics of online course content could be a good microtraining, too.

Sharon Pearcey and Laura Howard agreed. Both also shared that faculty have expressed interest in course tours for modalities.

Sara Evans also shared that there’s still a lot of pandemic fatigue, so that’s part of why there’s probably a lack of robust content. Accessibility is also intimidating and daunting. Several representatives echoed this sentiment. SCJ has also decided to approach content problems with a “content-to-contact hours” framework—explicitly stating how long will an activity take,

Julie Newell suggested that the Content Equivalency chart would be a good reference for the “contact hours” discussion.

[Access the Content Equivalency chart/the Alternative Instructional Equivalencies chart (AIE)](https://kennesawedu-my.sharepoint.com/%3Aw%3A/g/personal/tpowel25_kennesaw_edu/EfvDzIi5y8ZBuni5JRPI9lABdfRz71LeVi9M7OlQgmI_Cg)