CHSS Digital Education Council Meeting

November 13th, 2020

12pm-1pm

Attendees: Tamara Powell, Stephen Bartlett, Jazie Miller, Lauren Snider

Carlton Usher, Charity Butcher, Laura Beth Daws, Laura Howard, LeeAnn Lands, Leslie Hankey, Renata Creekmur, Uli, Amanda W, Sara Evans,

Minutes by Lauren Snider

Tammy opened the meeting by going over the agenda for the meeting today, as well as talking about the classroom inventory spreadsheet project that the ODE is working on.

**Heymics**

 Lapel mics were put into all (most) classrooms back in August. Stephen explained that iPads and Heymics are not needed for the most part in normal classrooms because we now have lapel mics and the lecture capture systems in most rooms.

Inventory system being done through the inventory project for tech, so faculty will know if they need iPads/mics or if they are going to be able to just use the tech that is already in the classroom.

If you're having trouble with the lapel mic working, switch the mic input for the microphone and this usually fixes the problem.

The ODE is not ordering Heymics, but if a professor needs one for field teaching or something like that they will go to their department for ordering the mics.

Chat question Renata – Are these mics for recording a class?

Yes because the audio quality on the iPads were bad, and so these bypass the iPad sound recording. But now that we are going through the computer console with the lapel mics they are recording much better.

Chat question Uli – Audio quality is bad trying to record outside, what would you recommend?

Stephen recommends that you go through your department to order a Heymic, they are Bluetooth and work well for audio with phones and iPads.

Laura Beth Daws – Barbara has allocated some funds for us to do tech purchases, so we are planning on buying some Heymics.

**Huion Tablets**

Most classrooms in the Social Science building already have touch screen tablets in the classrooms. In preparation for what might happen in the spring with cases rising once again, we have the second round of tablets available in the ODE office, on a first come first serve basis. At the time of the meeting we have about 17 tablets left. If we run out of inventory, Stephen will try to order more. A tutorial for the tablets will soon be uploaded onto the CHS website soon.

Chat Question Amanda W – Who should faculty email to ask for one?

Tammy – Email Stephen

Question from Laura Howard – After Thanksgiving, faculty is concerned about the classes going fully online. Is it only synchronous or asynchronous?

Stephen - Recommend maintaining the same schedule, synchronous. Students who are used to the in-person format will probably not switch to the asynchronous format very well.

There is an overall feeling is that students are overwhelmed and not doing well this semester. The recommendation from several DEC members was to just continue to be as flexible as you can be.

**UITS**

Collaborate Ultra videos do not get automatically deleted. We need to make sure that old videos are being deleted to preserve resources. Old recording sessions can be downloaded and uploaded to Kaltura for use later.

Question - With the Collaborate Ultra max capacity, we were encouraged to delete unnecessary files - would that include past semesters? Like is it helpful to delete from Summer and Spring or are those already automatically deleted

CU videos do not get automatically deleted. We need to make sure that old videos are being deleted to preserve resources. Old recording sessions can be downloaded and uploaded to Kaltura—and captioned-- for use later.

**Trainings**

Are there any trainings that might be wanted in the future? We are looking for suggestions on training ideas. The ODE is looking to add more trainings, like middle level 102 program and tool trainings. Microtrainings are a possibility, around an hour to learn a new tool for your classes.

Laura Howard Question – Are there any conversations about quality management and online courses? Stephen replied that it is being addressed.

Chat Question Uli – Do any departments do peer reviews of online courses throughout the semester? Tammy responded that some colleges do.

Leslie brought up the status button in Collaborate Ultra, and Tammy and Stephen gave a quick tutorial on how to use the status selections.

Chat Question Uli – What do students prefer? Teams/Zoom/Collaborate Ultra?

Students all have their preference, but it is recommended to pick one and stick to it. All of the platforms have their pros/cons.

Stephen Question – Wanting to assemble a panel about rotational teaching for anybody who is teaching that way right now. Wanting to know by December who would want to participate.

Charity Butcher, Tavishi Bhasin & Ben Taylor will be doing a university wide presentation on online teaching on Friday Nov 20th.

[techenhancedlearning.kennesaw.edu/faculty-spotlight.php](https://techenhancedlearning.kennesaw.edu/faculty-spotlight.php)

Stephen talked about ProctorU and the changes lately. Still trying to get the allotment distribution and how it is going to work out.

Minutes from October meeting approved and are now posted on the website.

Meeting ended at 11:00am.