DLAC
04/09/2020
Minutes/ Notes

Will take notes in case of topics that need follow up (Hedenstrom). Will send to Vanessa for posting.

Purpose of meeting was to discuss strengths, challenges, and needs for KSU for distance learning based on the current events with COVID-19. (Vanessa)

- Positives with new technology
- Experience now teaching online in some departments so it was an easy transition
- New faculty about half who have taught online.
- IT positives courses in all programs are all developed for fully online delivery so faculty were experienced. Same material used in face to face or online so it was easier online. Some undergraduate courses required to be added office hours virtual office hours.
- Construction mgt- hands on but has been a positive to have students using digital fabrication materials. Students are working on masks. Very positive!
- Staff support IT and others have been very helpful to support faculty.

Challenges-

- Clinical hours in social work and nursing
- Courses that are heavy in experiential and student teacher needs.
- Few faculty who have never taught online tried to move it to synchronous and attendance policy problems. Online usually means asynchronous so needs some clarity.
- Some faculty just move face to face onto online modality
- Athletic advisors some students who do not live in Atlanta area and there is so much online and having bandwidth challenges in areas such as New York.
- Some classes have been online already but students who have been taking both types of classes that time is a challenge and issue.
- Sometimes no wifi in rural Georgia
- Nursing staff working in field and life disruptions are a challenge.
- ITech dept- Bagwell College of Education- One student is hearing impaired so accessibility is a challenge. A person who does captions helps with the class in that course.
- After synchronous sessions download videos and then send session to captioning department. So need to make sure captioning support is available for those students who are hearing impaired.
- Zoom or teams? There was a note that they have real time captioning. Teams has this possibly an option?
- B. Shah- 15 minutes captioning in 15-minute increments. There is a live captioning in teams. Looking at acronyms. Teams might be final option. In the meantime, summer

budget has been increased for captioning. You can request but need to have 2 weeks lead time for captioning. If a special student need, they can expedite service.
- Short videos in Kaltura for short videos. Captioning has gone well. (Vanessa)
- College of arts appreciative of prior opportunities for online. Some colleagues have never had experience in the area. Tools have been helpful.
- Remotely rather than online teaching is more the norm for this semester.
- Printmaking studio dependent and course was created a few years ago to help with this, but again challenges when classes are hand on.
- D2L has options for videos and other delivery support.
- Short notice has been the challenge for Spring courses.
- Collaborate ultra has been good option except for cameras.
- Decision in some departments not to use cameras. Presentations on screen but do not use cameras.
- Program needs for therapy and interactions require cameras so this is a need in some programs if online is the method taught. Camera and breakout rooms is a need for social work type.
- KSU does not support zoom. Some faculty (Vanessa) pays for it to use for her classes.
- Clinical classes are not taught online for social work. Creative methods done for current students to meet program requirements.
- In person is a need for many programs.
- Using recordings and observing recordings is a suggestion that was made.
- Architecture has had challenge with studio classes which are about 16 students to meet with them individually for a project. Students then work in the semester. Meet with them independently during the class. Most students have robust laptops but internet connections for students have been problematic. Band width has been a challenge. Some of the labs for students to be made virtual. Model making also needs students to have access. Requires going back in time a bit, but has been workable.
- Faculty in many departments made this transition with little or no experience.
- Quality matters is not required, but is there other training available?
- B. Shah- Does have option for support. KSU today will be advertising online course design workshop to give basic support help. Classes will be offered. There will be a 2 week online course for faculty offered. This will be sent out to all faculty through KSU today. Faculty will be supported via courses. April 20 will be the first session. Also packet being worked on for website for online essentials for professional development. Working on a KSU based template for online courses too. Captioning and accessibility information will be a part of this information. Lab based services is being explored to be a part of that packet as well too. This will be shared with all faculty through KSU. KSU today will be a good way to share with all faculty. Deans and chairs will receive this information. Vanessa will share with this group also. Targeting to have this information by next Friday.

- If this goes into Fall there are concerns from faculty. If this stays online in Fall will need to inform faculty if possible, for planning.
- Clinical programs with practicum are biggest challenge. Recommend being prepared for online in fall but might be in person.
- Overall feeling is KSU has had strong development prior to this situation in online learning ahead of some other organizations. School of business started fully online degree in 2006. General education courses then were placed online. This helped to develop KSU processes.

Recommendations:

- Packet for all faculty- Widely distribute.
- Mandatory to use D2L as a tool. Class schedule and syllabus in D2L. Some faculty have not used. D2L using that as a communication source for students.
- Link D2L email with Outlook email
- Calendar link or scheduler link for student and faculty appointments. You can book me is an app that is in D2L link is recommended by Vanessa. Scheduler in D2L would be ideal.
- Distance learning support was helpful and would be helpful to continue. Funding was available in the past.
- Template for faculty will be helpful for courses that is being developed as discussed to support online learning.
- Recommend any financial support and incentives for online development. Takes time to do. Funding helps to support tools as well and personnel to support online. Recommend this continue for development and training for online support

- Vanessa asked about 3000 incentive from academic affairs, this was in the last meeting minutes? Has anyone heard any follow up?

Respectfully submitted: Margot Lisa Hedenstrom 4/9/2020