



OLSC DEPARTMENT AGENDA

March 18, 2014

1:30 – 3:00 p.m.

Attendance: Hugo Aguilera, Meghan Chen, Mary Johnson, Sandra Weatherilt, Paul Kittle

	Item	Discussion/Outcome
1	General Notes	<p>General information:</p> <ul style="list-style-type: none"> • Student Survey on web content <ul style="list-style-type: none"> • <ul style="list-style-type: none"> ○ Analysis of Student Survey Results by Question <ul style="list-style-type: none"> ○ <ul style="list-style-type: none"> ▪ Accreditation Lens (Scope): How is everything we do impacting student learning? Including library collections, resources, services, etc ▪ Break down analytical data, and create report to share with other college groups we may need support from • Mock Accreditation DL review - finalizing details • AUO/SLO in OLSC activities • MDID Scholars Resources - server, hard drive from Sandy, faculty development • Other <p>For me:</p> <ul style="list-style-type: none"> • Move forward with making Online Learning Readiness Survey a Google Form. For analytical and data tracking purposes <ul style="list-style-type: none"> • <ul style="list-style-type: none"> ○ Record student "A" number for analytical purposes ○ Make sure Google forms is capable of displaying a results page with recommendations based on their quiz scores • Do any necessary updates/modernizations to current quiz where necessary. • Contact helpdesk for data from students (ticket data?) what kinds of requests do they have? What are they asking IT regarding their DL classes? Contact Helpdesk person for a report. • Video clips idea: student class registration process for online classes. For example: student registers for online class. After they are registered, they receive an email, or link, or something with an introduction video to online classes. So almost like a "getting started" page. Then a week before class starts, another page with more "dont forget!" page. This information should be on the portal. More effective than sending out an email. • Investigate SMS alerts system, and if can be used to receive important alerts about their classes (assuming they agree to opt-in).

		<ul style="list-style-type: none"> • Meghan will email me document regarding offered 100% online degrees/certificates, please place on DL site. • Create/develop scripts for short video clips about student DL class success, and with Carol or Meghan's assistance, contact Mellisa from Broadcast & Presentation services about creating video clips. <p>Survey and Results Timeline</p> <ul style="list-style-type: none"> • Create sitemap based on categories and sub-categories on comments about DL results survey. Have done and sent out to OLSC via email by Friday 3/28/14 •
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