

## DLAC General Meeting March 22, 2022

Call to order  
Record attendance

### Agenda

Welcome to New Member - Danielle Herrington, Registrar's Office

### Approval of Minutes

Minutes stand approved

### Reports

1. Curriculum, Instruction, and Assessment Office Anissa shared that the office is working with the registrar to test scheduling of online and hybrid courses according to the course quality database. Plan is to test it a semester early so that departments get a notification if courses are not in the database. Departments will still be able to schedule, but they will be notified that if they had scheduled in summer 2023, they would have had to change the modality. DLI has a full plate with regard to course reviews. David Johnson asked about the Master Course list, that his course did not appear in the directory. After a brief discussion, Amy Jones shared that hiccups with the database should be shared with her.
2. UITS Michael Poureau shared that Galileo is moving to a platform called Open Athens. Students will be able to access the information with their net ID credentials. Anissa asked Michael to remind us of IPSIS update of D2L, which should not affect classes, but if there is a change in enrollment after the update starts, D2L will not automatically enroll or unenroll a student. This change will be April 15, so summer classes will have that new enrollment system. By the time fall semester rolls around, D2L should be able to enroll and unenroll students as per normal.
3. KSU Libraries Carey Huddleston mentioned Open Education Week with Chelsea Dickson is coming up March 28-April 1. The Library System wants your opinion about automatically embedding research guides into D2L courses. The library has created over 70 research guides, and the software has the ability to automatically embed them into KSU. Right now, to embed the research guide, one must enroll the librarian a member of your D2L course. The library would like to have the research guides automatically able to be embedded in the course, and the instructors will have the ability to remove the guides. Carey will send out a survey with questions about automatically embedding the guides in D2L.

## [New Grants Decision Tree](#)

KSU garnered many ALG grants in these last two ALG grant rounds. No new rounds have been announced.

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[The registration link is here.](#)

6. Brichaya Shah shared three links: [Online Course Design](#) Professional Development-- offering new trainings for teaching online because of high demand. [Request for review](#)-- link to requests for reviews of online courses. This is the form to fill out to begin the review process. [Academic Web Accessibility Resources](#)--DLI understands that accessibility can be challenging to faculty, and for this reason has improved their work in accessibility.

Brichaya reiterated that they were backlogged. She is seeing a lot of courses designed without the rubric in mind. She asks that DLAC representatives share the information provided.

7. College Distance Learning Coordinators
8. Other

## Unfinished Business

## New Business

### **Approve changes to CSM Digital Learning Policy** Rajnish Singh & Joy Brookshire

Rajnish reported that the first draft was reviewed by DLAC, and she and Joy worked on it. Rajnish explained that most of the changes were language changes, and Rajnish was presenting this new version to DLAC today. Julie called for discussion. None was offered. Julie asked for recommendations to approve the modifications. Lori Lowder motioned to approve. Peter Fielding seconded. The changes were approved and recommended to the Provost for approval.

**Modality Change for Criminal Justice M.S. program** Jennifer McMahon-Howard presented the information on the program modality change for the Criminal Justice M.S. The program is proposing that the courses be put through for approval the semester before they are offered. The college deadline for online courses is fall 2023, and the courses will be approved before then. Jennifer explained the motivation for adding the modality is to cater to students who are currently working in the field and have demanding work schedules that may preclude their abilities to take face to face courses. Jennifer explained that the modality of the program is being alternated every year to accommodate all students at all modalities.



Anissa asked what had the steering committee decided as far as reviewers. Kim asked that