

Online Committee Minutes
10-17-2025, 3:00p.m.

In attendance: Amanda Stafford, Robin Meadows, Mari Clements, James Carpenter, Pai Song, Randy Darnell, Chelsea Glidden, Scott Beatty, Maureen Gildein, Jennifer Wenner
Not in attendance: Kieren Poff, Gerda Kumpiene

Call to Order

Robin Meadows called the meeting to order at 3:02 p.m.

- **Approval of Minutes**

The committee reviewed the minutes from the August 2025 meeting.

Randy Darnell motioned to approve the minutes; Amanda Stafford seconded. James Carpenter, Maureen Gildein, Scott Beatty, Jennifer Wenner abstained.

The motion passed unanimously.

- **General Updates**

J.D. encouraged everyone to use the new recording studio in the business department.

- **Old Business**

- The bylaws were on the agenda for the ULC meeting which was meeting the same day and time as the Online Meeting.

- System Integration Update:

Amanda outlined the ongoing efforts to integrate grade and attendance tracking for online courses. She noted that the grade integration was on track but the attendance tracking is more complex.

- Panopto Update:

The requisition for the annual approval of Panopto is in circulation.

- Marketing Initiatives:

The marketing department initiated several geo fencing campaigns in July of 25.

- Policy Discussion – Policy 32, Section 5.2.10:

The committee revisited this policy. Amanda proposed coming up with some different trainings to meet this requirement. Jen raised concerns about the time commitment for faculty and suggested evaluating a training program before implementing it. The discussion included the idea of offering both onboarding and refresher courses to keep faculty updated on current practices.

- **New Business**

- Amanda highlighted the need for a refresher training for online faculty to ensure they remain updated on best practices. J.D. mentioned the faculty 101 course as a possible starting point, suggesting it could be enhanced with quizzes and discussions. Amanda highlighted the need for accessibility training due to impending federal guidelines that the universities must meet by 2027. She emphasized the importance of gathering faculty input on the most effective way to introduce these resources, whether through documents, videos, or in person trainings.

Adjournment:

The meeting was adjourned at 3:58 p.m.