

**College of Public Health, USF**  
**Educational Technology and Assessment (ETA) Advisory Committee**

**Meeting Minutes**  
**September 15, 2011**  
**10:00 am to 12:00 noon**  
**Executive Conference Room (2024)**

*Present:* Burke, S., Mlynarek, S., Mortimer, J., Perrin, K., Pracht, E., and Srinivasan, S.  
*Absent:* Azizan, A., O'Rourke, K., Troutman, A., and Wathington, D.

Dr. Mortimer called the meeting to order at 10: 10 am.

**1. Review and approval of minutes of May 26 meeting (J. Mortimer)**

Dr. Mortimer reviewed the minutes of May 26 meeting, and the committee approved them with no changes.

**2. Accessibility Workshops (S. Srinivasan)**

Ms. Srinivasan shared information on accessibility and accommodations. Requests in COPH online courses have been steadily increasing. The most common accommodation request is from hearing-impaired students who need transcripts or close captioning of videos in their online courses. Once a student is approved for these accommodations, the Student Disabilities Services office (SDS) works with ETA (and the course instructor) to provide these accommodations. Apart from encouraging faculty to include text transcripts with their narrated lectures, ETA or SDS work with the faculty and student to ensure student does not fall behind in coursework. Although technology and software exists to automate the transcription process, these technologies are not foolproof and still need manual intervention or oversight. Frequently, the student's request is not received until the first week of the semester. This delays the process for SDS to get on-line lectures or content transcribed. Due to its limited budget, SDS office may at some point move the financial expense of the transcription process to the department. Dr. Mlynarek said that it seems unfair to put the burden of providing transcripts onto the faculty. Ms. Srinivasan stated that if transcripts for the first three weeks of the online course could be provided, there would be sufficient time for the remaining presentations and videos to be transcribed by SDS. The group agreed that this would be a good compromise and one that ETA can work toward. The other suggestion was to determine the total number of hours of presentations that need to be transcribed for all COPH online courses for the first three week period and see if it is cost effective to get it done by hiring or outsourcing a transcriptionist.

**3. Instructure Pilot (S. Srinivasan)**

Ms. Srinivasan explained that USF Course Management Advisory group is actively looking for alternatives to Blackboard. Instructure's Canvas is a new learning management system that is introducing some exciting new features in this field. COPH was invited to participate in a pilot of the system. Currently, Dr. Nembhard is using Instructure's Canvas as the learning management system for her online course. Features include easy integration of social media tools such as Facebook, twitter and blogs. In addition, the system will allow for multimedia and interactive tools such as audio and video feedback to students on assignments, synchronous collaborations etc. Data is being gathered on the system and results of the pilot will be available in early Spring. For further information on the Instructure, go to: <http://www.instructure.com/teachers>

**4. General Updates: (S. Srinivasan)**

- a. Fall 2011 Courses: Total enrollment is 3288 in over 45 online courses this semester.
- b. ETA Position Update and New staff: James Taylor, Multimedia Specialist has been hired recently. He will be replacing Mike Cooper. A candidate for the Instructional Designer position has been finalized and a name submitted to HR. Paperwork is currently underway.
- c. Panopto lecture capture pilot: COPH piloted 3 courses in Summer with the Panopto system. All three courses were successful and captured lectures and videos are being included in other online courses. This semester COPH is lecture capturing two Epidemiology courses for students

who are unable to be present on-campus. Most classrooms at COPH will be Panopto-enabled by the end of the semester.

- d. Moodle: Starting early August, ETA is working with the USF Panama office in offering a new Spanish public health course called, Segundo Diplomado en Investigacion Clinica. This course is offered in Moodle and has 60-75 students enrolled. The course is blended in format with some narrated presentations and assessments delivered via Moodle. COPH plans to offer similar courses in the future.

## **5. New Business**

**Next Meeting: Thursday, Nov. 17, 2011, 10 am - 12 noon, Deans Conference Room.**