

# OAK Faculty Advisory Committee

Minutes of July 25, 2014

## 1. Approval of minutes of 11 July 2014.

Note that we've been told that a "fix" to the course ordering would have unintended consequences so that will have to be managed at the level of the individual faculty member – but the individual's ability to manage course ordering could be part of our educational outreach regarding OAK this year since that's not broadly known.

## 2. Homework summary: OAK features: deferred for discussion until next meeting

## 3. Communications to faculty: messaging should be simple, and sent at least three times:

1) start of year as faculty gather back; 2) second week in September when they'll pay attention [when we might get MyVU coverage]; 3) again in January in a "as we promised we've done X; still to come is Y and Z" format.

The proposed message: "We are continuing to work on OAK (the VU instance of Blackboard) and have a set of upgrades lined up for this next year. In December, OAK should become **faster and more stable**; in June it will **become better**, and in X we will roll out **additional features for streaming video and audio....**"

## 4. The group reviewed the Managed Hosting Transition FAQ document (circulated separately); suggested adding:

"How deep is the archive?": All 7 years of history will be preserved. Previously archived materials will remain at VU and can be accessed by contacting \_\_\_\_\_

"How can I import old classes": through the same class import tool as before. <Give brief instruction or a how-to link.>

For the impact on faculty question: We might suggest that faculty with pending grades download the gradebook which will be inaccessible during the three or four days of transition.

## 5. Streaming media upgrade:

Kaltura is a third-party vendor for handling streaming video and music; it is similar to YouTube but designed to integrate into an environment like OAK, and is used by many of our peers with great success.

We might bring a demo to this group; for students it should be a click-and-play environment. But how do faculty manage conversion of files to be Kaltura-friendly, and from what format to what format?

For beta-testing of the Kaltura release, we might explore parallel assignments in smaller classes so that if the Kaltura version doesn't fly, the traditional version is already in place.

A separate copyright policy discussion will need to follow and will move in parallel with discussions in the OAK Faculty Advisory Committee – but merge back in later this semester.

6. OAK landing page “OAK, Powered by Blackboard”: this is where the intranet goes, but involves an extra click; **we recommend redeveloping the click path.**

Some faculty bookmark the log-in (and so miss the announcements here).

For others, access to the browser-tester matters.

What about defaulting to the log-in and ask “Do you have a problem, need to know of outages, or have alternate password: if so click here”? That saves a click for the vast majority of users.

Issues to explore: Can the OAK sign-in page have the announcements? Also, if you get an error, can it back out into the big log-in page?

“Veterans and newbies”: it would help to have a simpler interface with an opt-in for advanced tools. Also, advertise “here’s a person who could help.”

7. The Main Page and course pages:

Things faculty might want to do (but don’t all know they can):

–individuals can change the course order

–faculty can change the name of a course during the semester so the “Course list” isn’t so clunky. (Course names revert when we roll into a new semester. That’s a feature, not a bug)

–one can delete things, but you don’t know that unless you hover.

–if a school deletes something, the individual faculty member can’t get that module back.

8. Lync as a collaborative tool: it interfaces with BB but they’re really 2 tools. Lync allows for chat, presentations, conference calls with invitations, and hooks both inside and outside of OAK. It allows for collaborative projects, online office hours, screen shares, and the like.

We will bring a show-and-tell on Lync to a later meeting.

**Homework:** As preparation for our next meeting of **Thursday August 7 at 11:00 in Kirkland 205**, please review the attached spreadsheet of recommendations regarding specific tools that was garnered from your first “homework” assignment, and be prepared to discuss and make formal recommendations.