Academic Affairs Meeting Minutes
Date: 02/03/2020, Monday 3:30-4:30 PM
Location: Max Merrill Room, Library 221

Present (voting members):	**Absent (voting members):**
John Liccardo *(Transfer Faculty)* – Chair	Julia Russell *(ASCOCC representative)*
Michael Hansen *(Faculty at Large)*	Betsy Julian *(VPI)*
Dan Alberghetti *(CTE Faculty)*	
Wayne Yeatman *(CTE Faculty)*	
Carolyn Schmidt *(Classified Representative)*	
Kirsten Hostetler *(Transfer Faculty)*	
Amy Harper *(Faculty Forum President*)	

Present (non-voting members):	**Absent (non-voting members):**
Steve Broadbent *(IT Representative)*	Vickery Viles *(Director of Curriculum & Assessment)*
David Schappe *(CTE Council)*	
Jane Morrow *(Chairmoot Representative)*	**Guest**
Tyler Hayes *(Director Admissions & Registrar)*	Ralph Phillips
Tim Peterson *(Shared Governance Committee)*	Michael Murphy *(Director of E-Learning)*
Krista Leaders *(Committee Specialist)*	Darren McRae

Meeting began @ 3:30

*(Note: **Approvals and Action items written in red**.)*

Unfinished Business

1. Review Academic Affairs Committee minutes from 1/27/20
    a. Michael Hansen motioned to approve, Dan Alberghetti 2nd, motion passed unanimously
2. Review Curriculum Committee minutes from 1/28/20
    a. Reviewed

New Business

1. Action Item: New Program Approval Process (Vickery)— 2nd reading
    a. Tabled - awaiting Chairmoot feedback
2. Action Item: Curriculum Standard Feedback: Courses limited to one Foundational Studies or Discipline Studies List (Vickery)–2nd reading
    a. Reviewed, no campus feedback
3. Action item: Learning Management System (LMS) Review Update-- 1st reading
    a. Reviewed workgroup charge and the work of the taskforce to determine if the current LMS system, Blackboard, is the best option at this time.
    b. The workgroup reviewed LMS systems used by other educational institutions in Oregon.
    c. Demo of the other systems was done by the workgroup.
        i. Comparison of products revealed:

1. A learning curve during the transition to the new product.
2. All systems had some weaknesses, some greater than others.
   a. Moodle does not include accessibility for visually impaired users. The feature is an add-on.
   b. Moodle is a very basic platform that would require multiple add-ons to meet the needs of COCC.
   c. Blackboard is significantly more expensive than the other options.
   d. The top four LMSs reviewed were Blackboard, Canvas, D2L, Moodle
      i. Ranking of the systems resulted in
         1. Canvas
         2. D2L (Brightspace)
         3. Blackboard
         4. Moodle
   e. The workgroup would like to put out an RFI for about 7 days. The expectation is the top four vendors will provide the requested information.
   f. The recommendation of the workgroup is to request LMS vendors to visit campus to provide information regarding their system. After presentations, the workgroup will provide a campus-wide survey to all for feedback.
   g. After gathering feedback and data, return to Academic Affairs and take a vote to move forward with a new system or declare a failed search. If a new system is chosen, pilot the new system for up to a year while still using Blackboard.
   h. Academic Affairs endorses the request to bring vendors on campus for product review.

The meeting adjourned at 4:10 pm.
Next Meeting: is February 17, 2020 3:30 – 4:30, Max Merrill room