

Digital Intensive Committee Meeting Minutes

**September 8, 2023, at 9:45 am
Zoom meeting and Email Discussion in September**

In Attendance

Swati Agrawal, Cartland Berge, Brenta Blevins, Angie Kemp, Jerry Slezak

Approval of Minutes

The previous minutes had already been approved electronically.

Old Business Discussion

Some committee members met earlier in the week with the THEA 132: Technical Production proposer to discuss proposal revisions.

Assessment

The committee has not yet had a chance to follow up on scheduling an assessment meeting with Debra Schleef or to ask follow-up questions. We have tentatively planned to meet October 13, 9:45, to discuss DI Assessment.

UFC Deadlines

The committee discussed that with UFC's new deadline to submit agenda items two weeks before the next meeting that any minutes and action items from today's meeting will be reviewed at UFC's October meeting. However, Rachel Graefe-Anderson checked with the registrar's office; although the spring schedule will come out on October 12, the registrar's office reports being able to subsequently update the course designations per UFC outcomes.

CIM DI Proposal Testing and Updates

The committee discussed that it would be helpful to have some updates made on the CIM, such as by adding numbers to the DI SLOs listings. Jerry Slezak subsequently reached out to Kevin Caffrey to confirm that text can be updated; changes to form questions and fields can be more complicated and incur costs.

Cartland performed CIM testing to identify:

- SLOs are listed in the dropdown menu in a different order than they are numbered on the website
- Users can select SLOs in any order when filling out the form (so even if we rearrange them they could still be submitted out of order)
- Users can select the same SLO more than once
- Users can forego submitting anything at all for an SLO

Cartland proposed the user improvements that might be in line with CourseLeaf being able to more easily make revisions to text:

1. Add "SLO#_" in front of each SLO in the dropdown
2. Reorder SLOs in the dropdown to match the numbering on the website

New Business

Review of Proposals

- CHEM 388
 - Approved for specific instructor.
- LATN 202
 - Approved for all instructors.

Announcements/Reminders

The next DI committee meeting is October 13, 2023, 9:45 am to discuss DI assessment and any other committee business.

The DI committee will meet November 10 to review summer 2024 DI course proposals.

Upcoming proposal deadlines:

- November 3, 2023, for designations for Summer 2024
- January 26, 2024, for designations for Fall 2024

The meeting adjourned at 10:15.

Addendum:

The committee conferred via email during September for the following business:

Review of Proposals

- THEA 132
 - Approved for all instructors.