



History and Political Science Best Practices Sharing Session

April 8, 2020

Attendees:

1. Jason Kennedy WGTC
2. Tim Dineen, Gwinnett Technical College
3. Donna Howard, GNTC
4. Jason Kennedy WGTC
5. Melissa Frank-Alston, Augusta Technical College
6. Ashley Boyd Wiregrass Georgia Technical College
7. Dale Burgess, Dean of Arts & Sciences, Georgia Piedmont Technical College
8. V. James Strickler, Wiregrass Georgia Technical College
9. Dr. Guillory from Georgia Piedmont
10. Nathalie Dames TCSG

Points of Discussion:

1. The purpose of this meeting was to address the needs of general education faculty in light of the recent quick transition to virtual learning for all course. The following questions were presented during the meeting:
 - What have you had to change to accommodate online instruction?
 - What suggestions do you have for your peers?
 - Where do you need assistance?

Discussion Notes:

- They are mainly using Blackboard collaborate to facilitate the lecture component of their courses. Classes are meeting at the same time as they would normally using the Blackboard Collaborate session. The following link is a Blackboard Collaborate video for introduction on the tools <https://youtu.be/NmzPr0mDO6g>
- One consideration was the availability of visual media used in lecture and making sure that it was free for students to use.
- Some students were also viewing the move to virtual as time off.
- Good news is that the grades do not appear to have suffered at this point in time. Some strategies include being more flexible and accommodating during this time.
- Some instructors are using online collaboration for group projects. Emphasis is placed on the tools as a key feature of collaboration in many career fields.
- Instructors are also using this opportunity to teach students proper online etiquette, including how to write professional emails.
- Some are finding that dual enrollment students are making the transition but have had some issues with the older students that were moved to the online format from a web enhanced format.
- Lack of student participation and engagement were addressed. Participation and engagement strategies included:
 - Virtual online office hours
 - Embedding a secret word in YouTube videos of lecture. The student would then submit the secret word as an assignment in Blackboard.
 - Recorded lecture
 - Constant Email communication



- Blackboard Suggestions include:
 - The following link is a Blackboard Collaborate video for introduction on the tools <https://youtu.be/NmzPr0mDO6g>
 - Make sure that the Blackboard gradebook course shells and courses are up-to-date. Be sure to update grades on a weekly basis.
 - Use Blackboard organizations to set up division and department groups. You can also use this platform to meeting through Blackboard Collaborate for department and division meeting as well.
 - Keep all your resources that you created for future use.
 - Tim Dineen has created videos to help his instructors create tests in Blackboard.
- A comment was made about the usefulness of Mindtapp. It has made things easier for moving into the online/virtual environment.
- Administrative support:
 - Overall they have received good support. Help was needed for the program directors from local administration in dealing with the demands of adjunct faculty as well as direction for the summer term.
 - The overall request was for more clear communication from the local collegiate administration.
- Moving forward the thought was that enrollment would begin to increase in the fall term as more people are seeking entrance into new areas of employment.
- The list serve was recommended as a place to continue to share best practices and to ask for help.