

Instructional Faculty Consortium Committee Meeting (IFCC)

MINUTES

10.26.17

10 A.M.

WEB CONFERENCE

PROGRAM	Business Management
FACILITATOR	Karen Howard
SECRETARY	Nick Chapman
ATTENDEES	<p>Athens: Nick Chapman, Pam Johnson-Upson Atlanta: Rita Drake, Michelle Roach Chattahoochee: Christal Blalock, Kawanna Strong Columbus: Jimmy Hambersham Georgia Northwestern: Argueta Leyner, Grace Beam Georgia Piedmont: Adrienne Caldwell, Telecia Palmer Gwinnett: Trudy Dunson Wilson Lanier: Rushia Cooper Oconnee Fall Line: Belinda Fisher Ogeechee: Alex Harris Savannah: Rushe Hudzinski-Sero Southeastern: Vicki Spivey Southern Crescent: Mike Cook, Christi Ellington, Tahesha Wade Wiregrass Georgia: Alyssa Foskey, Tillman, Deanna Edwards TCSG: Karen Howard Guest: Pam Warren</p>

Agenda Topics

APPROVAL OF MINUTES		CHAPMAN	
DISCUSSION	The minutes from the October 13, 2016 meeting reviewed.		
CONCLUSIONS	Minutes were approved with no changes.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TCSG UPDATES		KAREN HOWARD	
DISCUSSION	<p>Marketing Campaign In early September, TCSG launched a multi-million dollar marketing campaign targeting high school students and parents which blanketed the state. A primary focus of the campaign is to promote TCSG colleges and direct people to the colleges for additional information about their academic programs. In conjunction with the campaign, TCSG's website has been updated (and is still undergoing changes) with an emphasis on programs and colleges.</p> <p>IFCC Link To access IFCC Information (use Chrome) go to: http://teched.tcsg.edu/academic_affairs.php Next click on IFCC (which appears midway down the left margin of the screen). On the next screen in the right column click on 'Meeting Schedules and Agendas' to see when the next IFCC meeting is scheduled or click on 'Meeting Minutes' to view the minutes of previous meetings.</p> <p>KMS Link With the changes to TCSG's web page, the best way to reach KMS is https://kms.tcsg.edu/DPR/AppSupport/NPR.aspx</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

ADA ACCESSIBILITY

PAM WARREN

DISCUSSION	Pam Warren from GVTC presented strategies to the faculty on making their courses more ADA accessible. She indicated that there are 25,000 courses online for TCSG colleges; therefore, it will take some time to update all the courses. She stated that the standard for accessibility is WCAG 2.0 AA and encouraged the faculty to start updating the Blackboard courses that they will offer next semester. Those master courses should be checked for color, headers, text formatting, type size, images, etc. Documents created in Word and other Microsoft Office products have an accessibility checking feature that should be used on existing files and as new ones are created. Those files can then be saved as a PDF. Next, the faculty should address accessibility in files that are linked/embedded in the master classes including videos.	
CONCLUSIONS	The PowerPoint presentation on ADA accessibility was emailed via the listserv to everyone during the meeting. GVTC is planning to offer additional accessibility for the faculty.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
COMMENTS / SPECIAL NOTES RESOURCE PERSONS SPECIAL NOTES		
MEETING ADJOURNED		
MINUTES SUBMITTED BY:	Nick Chapman	