Meeting Summary for FSW OER Committee Meeting

Jan 19, 2024 11:59 AM Eastern Time (US and Canada) ID: 863 6282 8517

Quick recap

The team decided to continue using Zoom's summaries for their meetings. They also discussed the plan for the Open Ed Week, deciding to create an asynchronous toolkit using Canvas Catalog. The team agreed on the development of "Fsw's OER Explorer", a resource toolkit for open education, and the integration of Open Educational Resources into their platform. They also discussed the inclusion of interactive activities and the creation of a checklist for developing an open educational resources course. The team announced the decision to switch bookstores from Ballet to Bibliu due to Bibliu's emphasis on student affordability and open educational resources.

Summary

AI-generated Meeting Minutes: Capabilities and Suitability

Leonard initiated a discussion about the effectiveness of AI-generated meeting minutes compared to human-written ones. They noted some differences in content between the two but acknowledged that both sets were similar in length and structure. Alessandro expressed surprise at the AI's capabilities. The team then discussed the potential of Zoom's meeting summaries, with Rozalind suggesting the use of the edit feature to make them more concise. Ultimately, the team decided to continue using Zoom's summaries as they were deemed more suitable for their needs.

Open Ed Week Toolkit Naming Debate

The team discussed the plan for the Open Ed Week, deciding to create an asynchronous toolkit using Canvas Catalog. Rozalind agreed to set up the Canvas Catalog sign-up and team space. However, there was a debate about the name for this toolkit, with some members suggesting caution in using the term 'toolkit' due to its previous use. The team decided to brainstorm a new name that would be clear and descriptive when added to the Canvas Catalog. Several potential names were suggested, including "OER Unleashing Learning Possibilities" and "Unlocking the Power of Open Education".

OER Explorer Starter Guide Development

The team discussed the development of "Fsw's OER Explorer", a resource toolkit for open education. Rozalind proposed the idea of using Canvas catalog to enroll people and provide them PD credit for completing activities. Leonard suggested the term "starter guide" instead of "toolkit" to avoid confusion. The team agreed on the concept of a starter guide and decided to include it in open education week. They also decided to make it available for anyone, with the possibility of facilitation beyond that. Leonard proposed an open education starter guide as a potential winner, which the team agreed on, and decided to include 'oer' (open education resources) to aid clarity.

Team Agrees on OER Starter Guide Framework

Rozalind proposed the creation of teams and the setup of a catalog, with the understanding that the description would be added later. Leonard agreed with this approach and noted it in the meeting

minutes. The discussion then shifted to the framework for the Open Educational Resources (OER) Starter Guide, with Leonard outlining the plan for six modules. The team agreed to include an explanation about the course and its Professional Development (PD) opportunities in the first module, and a brief definition of OER. They also discussed the potential for discipline-specific OER resources in the second module, though the content for this module was uncertain.

OER Integration and Platform Enhancement

The team discussed the integration of Open Educational Resources (OER) into their platform. They agreed to provide a generic guide and consider more discipline-specific resources from FSW faculty. The team discussed the idea of having users contribute to the platform by marking things as done and sharing discipline-specific resources. However, they decided against duplicating a comprehensive OER guide already in place in another course. Leonard noted down a graded survey as a potential addition to the second module. The team also discussed the possibility of auto-grading assignments or discussions to minimize monitoring requirements.

OER Course Module Renaming and Reorganization

Rozalind proposed the inclusion of interactive activities such as word clouds and flip discussions, aiming to create a "wall of faces" for idea sharing. Leonard suggested merging the current module with the previous one, incorporating Douglas's idea of sharing their experiences creating Open Educational Resources (OER) test banks. Arenthia proposed a module offering tips on creating a course with OER and using ancillary materials. The team agreed to rename module 5 to "Checklist for Creating an OER Course" and recommended moving Douglas's OER test banks to the preceding module, thus reducing the total number of modules.

OER Ancillaries and Supplements Proposal

Rozalind expressed their belief that a module focusing on publisher ancillaries could aid in the adoption of Open Educational Resources (OERs), particularly in math and science. They suggested the use of AI tools like Gen AI to create ancillary materials, as they are openly licensed and do not pose copyright concerns. Leonard agreed with Rozalind's proposal and suggested renaming the module to 'OER Ancillaries and Supplements'. The team also discussed integrating OpenStax, a platform with many ancillary resources, into the discussion. Towards the end of the meeting, Rozalind announced that the university was in the process of securing an enterprise-wide license for Canva, which students could also use. The team also mentioned other potential tools, such as Gamma for presentations, Hypothesis for open pedagogy, and AWS for educational purposes.

Creating OER Course Checklist and Marketing Materials

Leonard proposed the creation of a checklist for developing an open educational resources (OER) course, which would be based on existing materials or potentially a new one. They also suggested the establishment of a Teams group for ongoing discussions and the need for flyers and marketing materials for open Ed week. Leonard asked for volunteers to design these materials, with Sara stepping forward. The team also discussed the progress of their project and agreed to finalize the marketing details in their next meeting. Rozalind had something relevant to share with the committee, but it was not included in the transcript.

Bookstore Switch to Bibliu: Affordability and OER Focus

Rozalind announced the decision to switch bookstores from Ballet to Bibliu due to Bibliu's forward-thinking model, which emphasizes student affordability and open educational resources (OER). The new contract with Bibliu is currently being negotiated, with the transition expected to occur in the summer. Leonard will distribute a revised agenda reflecting the decisions made during the meeting. The transition also involves a shift from partnering with larger bookstore chains to smaller ones like Bibliu, as part of a significant initiative to improve students' access to resources. Rozalind expressed gratitude for being included in the decision-making process and emphasized the importance of considering students' needs. The leadership team was praised for their support of OER initiatives.

Next steps

- Leonard will save the chat from the meeting.
- Rozalind will include an explainer about the course and PD in module 1.
- Leonard will include a brief definition of OER in module 1.
- Rozalind will include a general section with places to look for discipline-specific OER in module 2.
- Leonard will include the OER lib guide in module 2.
- Rozalind will look into the criteria for auto-grading activities.
- Douglas will share his experiences creating OER test banks.
- Leonard will consider combining modules 2 and 4.
- Leonard will consider changing module 5 to a checklist for creating an OER course.
- Sara will create marketing materials for the OER course using Canva.