

eLC Meeting Agenda

Summer | SBCTC

August 27 and 28, 2025

Day 1 Meeting Information & Link

Provider: Zoom

Link: [Meeting Link](#)

Meeting ID: 874 6861 2287

Passcode: 113716:

Meeting Room @ Location: *Wednesday we are in Rooms: 2332 and 2208*

Day 2 Meeting Information & Link

Provider: Zoom

Link: [Meeting Link](#)

Meeting ID: 842 9822 9977

Passcode: 278131

Meeting Room @ Location: *Thursday we are in rooms: 2330 and 2208*

AGENDA Day 1: August 27th, 2025

Reminder: All times and topics are subject to change (before your very eyes).

9:30 AM (30) SET UP and SIGN-IN

- Please Sign-in on the [Attendance Form](#)
- Please add your [College Updates](#)
- Meeting Guidelines determined by our [Bylaws](#)
- Add your [SHOUT OUTS](#)
- [Community Guidelines](#)
- Please update the [membership list](#)!

10:00 AM (30) CALL TO ORDER with LLC

- Establish Quorum
 - Quorum established: Hannah L.
- Welcome
- Introduction of New Council Members, Liaisons & Other Guests - Name, Institution,
 - New to the council?
 - Read our [Welcome](#) on our Google site!
 - The Council Objectives section explains the purpose of the ELC.
 - The Current Workplan section outlines our collective work goals.
 - Be sure to go to the [New Members](#) page and follow the steps
 - You are welcome here
 - Land Acknowledgement (SBCTC)
 - [How to Make a Land Acknowledgement](#)
 - [Land and Labor Acknowledgements](#) (courtesy of LLC)

ELC/LLC Separate 10:15

- [LLC Zoom Link](#)
- [ELC EDI Statement](#)
- Overview of Today's Agenda
- Announcements:
 - Sheila is moving to Olympic (from TCC)!
 - Kevin is newly at Olympic!
- Call for additions to the agenda.

- Review and approve prior meeting minutes: [Spring Meeting Minutes Link](#)
 - Whitney seconded, approved
- Commitment to civility in challenging times

10:30 (20 MIN) Work Group Update

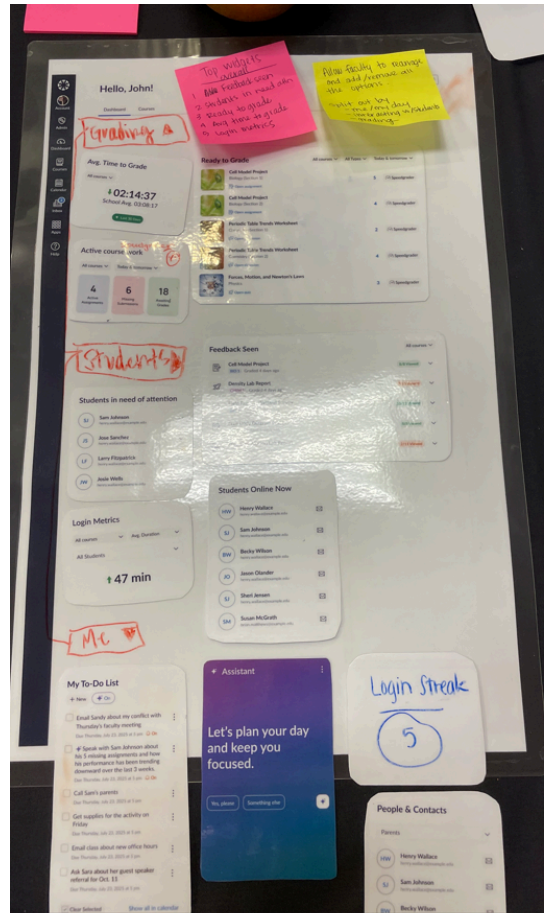
- WACC + ATL
 - Partnering with Guava Jordan and the ATL (Assessment, Teaching and Learning) conference to address the needs of all faculty this year. May not be a permanent change but we are trying it out this year.
 - Committee has been meeting regularly (weekly) to get an early start
 - Will be completely online, 2 days + pre-conference
 - Spring dates
 - SBCTC will pay for Zoom Events
 - Updates in the fall with specific asks and call for proposals and volunteers
 - Focus will probably be on GenAI and Accessibility but less foundational concepts
 - Theme: Heart, Mind, Community
 - Please join us in the planning of the ATL/WACC conference! You are welcome to join us!
 - Folks shared historical context of past collaboration and how to be successful in partnering
- AI- [AI Task Force webpage](#)
 - Values Based
 - Policy hub
 - AI literacy course in development
 - ASK of you all: Can you add one AI assignment to the [AI assignment repository](#)?
 - Do we need a joint meeting with ITC at this point so we're not duplicating work and we're not sharing something that an IT department won't allow?
 - Ronald, Joni, and Jeremy are on an AI steering committee with the leads of IC.
 - I think your rep at the last ITC meeting suggested such and we're working on figuring out timing. I'll bring it back up at our Exec Committee meeting next week.
- Accessibility
 - More updates in Fall
 - From Monica, moving forward with RFI to look into alternative options to Ally
 - Co-Chairs 2025-26
 - Amy Rovner, Shoreline will continue
 - Kora Winter, Green River
 - Katie Fiorello, Highline
 - We have 3 objectives to meet our goal for 2025-26 so will each take charge of one.

- Create and facilitate opportunities for digital accessibility training and resource sharing for SBCTC faculty and campuses.
 - Engage with DEI workgroup to edit current DEI rubric to become DEIA rubric.
 - Facilitate All-College Zoom Office Hours with Accessibility Folks to answer questions.
- Collaborate with SBCTC to create communities of practice for faculty within specific disciplines, particularly those that might have more complex needs such as music, STEM, and nursing.
- Equity Rubric Update - More on Day 2
 - A couple attempts have been made at creating an equity rubric over the years., Work resumed in the spring to create another draft that we will be looking at tomorrow for feedback.

Break (15) (11:10)

11:10 AM (15 MIN) InstructureCon Debrief

- 2026 will be in Louisville Kentucky
- Hack Night was an opportunity to give Instructure developers feedback.
 - Can we ask for updates on the spreadsheet from developers at our monthly meeting?
 - Examples of feedback: giving colleges the ability to control whether faculty and students can communicate after a course ends
 - Follow-up with Kindra
- Response to feedback leaves room for improvement as the community is being updated again.
- Updating faculty view in Canvas (student dashboard as well, sooner than faculty)



-
- AI in everything...
 - Focus on time saving for faculty
- Felt like a product launch

11:25 Time AM (20 MIN) SBCTC LTI Accessibility

- [SBCTC Slide 6](#)
- SBCTC is paying to have big publishers for accessibility through a vendor. List will be shared.
- Deque is the vendor being considered
- There will be system pricing and colleges are being asked to share apps that pay to be vetted on the [Ed Tech Commons](#)
 - Update the list of LTIs that your college is using in Ed Tech Commons
- Related Canvas Article:
 - [What is the current availability of data for LTI apps?](#)
 - [For Canvas admins: How do I use Canvas Apps?](#)
 - Canvas is vetting for 1.3 compatibility but not accessibility

12:00 Lunch (60)

1:00 PM eLC/LLC (30 MIN) Introductions

- Notes

1:40 PM State of AI & Accessibility at SBCTC Colleges (30 MIN)

- What is working well:
 - Kevin Bowersox-Johnson: Accessibility checklists from state board
 - [Microsoft Word Accessibility Checklist](#)
 - [Microsoft PowerPoint Accessibility Checklist](#)
 - [Microsoft Email Accessibility Checklist](#)
 - [Canvas Accessibility Checklist](#)
 - Kevin Bowersox-Johnson: Create tracking and prioritizing/checklist for every person, only helps if you know what to do once you have those priorities
 - Kevin Bowersox-Johnson: Collective learning with a deadline: complete accessibility micro courses by a deadline, then meet to discuss
 - Use Webaim on the published view of the Libguides to help identify priorities.
 - [Canvas LMS: Learning Tools Interoperability \(LTI\) – IT Connect](#)
- What isn't working well/Concerns:
 - LLC: Accessibility concerns around database vendors (navigability of the website and documents). Not all libraries use the same vendors, some similarities. 50-100 different vendors that would need to be worked with to ensure accessibility.
 - LLC: Concerns around library website accessibility (most are using Lib Guides)
 - LLC: Journals, eBooks, test prep are also on their radar.
 - Commonality with LLC/eLC: Volume of vendors to vet and work with on accessibility. (How do we leverage our network, collective pressure). Some colleges and universities have already started this work, utilizing what has already been done. How much digging do we need to do as individual colleges on other colleges/orgs/universities' vetting? Where is the line? In the end, we are responsible.
 - Use the information as a starting point, but go back and confirm
 - Make sure to check vendors for captions and audio descriptions on videos and audio.
 - How can SBCTC support to avoid duplicating efforts? Acknowledging limited resources on the SBCTC and colleges.
 - SBCTC is getting the top 10 LTIs in Canvas. Also getting system pricing.
 - Add a category in the Ed Tech Commons for accessibility and a spot to attach documentation. IT folks are looking for a similar repository for security.

- Struggle with vetting VPATs, contract language, etc.
 - We can't totally trust VPATs, a better bet is to look at vetting from schools/orgs (view big 10 alliance resources)
- We need to push pressure on vendors with contract language. We should not be spending millions vetting their tools for them. Focus on leveraging our power so the vendors should be demonstrating and proving the accessibility of their product.
- Individual accessibility testers vs. SBCTC test- limited funding. We do have accessibility liaisons, not necessarily a functional test. SBCTC has one functional tester.
- This is a website from U-Wisconsin that shows they have already documented testing and identified issues. <https://kb.wisc.edu/accessibility/> (sorry only one Library Catalog listed) Possibly, is there a nationwide reach that can organize the efforts: NC-SARA, EDUCAUSE?
- Will the Canvas LTI vetting vendor be appropriate to use for library products?
- We just can't keep up with vetting...the responsibility is on the vendor.
- Focus on procurement. Every college is sending their own unique questions and forms which makes it so hard for vendors. We need a unified form/questions as a consortium.

2:00 PM Lightning Rounds (45 MIN)

8, 5 minutes topics:

Accessibility:

- How are you making accessibility work manageable?
 - Requiring microcourses
 - Use analytic tools in Ally to approach possible issues, use that insight
 - Individual outreach based on insight from Ally
 - Gentle outreach
 - Focus energy on student facing content
 - Delete everything in the Canvas page before deleting the page.
 - Offering as an opportunity for faculty to refresh their old courses.
- Campus culture and mindset
 - Workload issue
 - Faulty professional development leads that are creating an academy that faculty that get paid to complete
 - Grays Harbor College has required training with no payment. Approach teaching online as a privilege. Must complete accessibility training prior to teaching online.
 - Olympic has an MOU that they can add accessibility to.
- Does your campus have required training?
 - Accessibility accountability in Highline faculty contract.

- State Policy requires accessibility training once a year. [WA State Digital Accessibility Policy- User-0-1](#). Accompanying technical standards. Might just be required to offer.
- Include accessibility in onboarding process and expectations around AI.
- [Approved Email Sender Training](#) - Olympic College (Shared with permission)

AI:

- What is happening with AI Canvas partnerships?
 - Learn more about back end
 - Very nervous
 - Multiple AI partnerships
 - A lot of “I don’t know” from Canvas CSM
 - Who are they partnered with? What do we have to pay for? Opt in/opt out options? Institutional level opt in/out, not course level. Suspect that we might have to pay...Michael is willing to push on this.
- How is AI impacting Libraries?
 - Opt-in for Ai research assist tool, new interaction will be way harder to opt out
 - At least one subscription that increased the price and provided no opt out option. Is this a trend? “You will love it”. Are they communicating with libraries prior to turning them on--no
 - Vendors are unable to answer questions...but “you will love it”
 - Information literacy. AI literacy component.
- AI policies?
 - Marc L.- campus wide policy group. Divisions need to craft their own principles. “You have to follow other policies”. Covers eight main principles, framework for innovation. Communicate how existing policies affect AI (FERPA, etc.). Policy approval process is too slow for AI. Make AI literacy the priority.
 - If your college has an AI policy, please email me at wboswell@greenriver.edu [to add to this site](#).
 - Some colleges have AI policies and some have AI policies under other policies.
 - Some colleges are paying for Turnitin.

Break (15)

3:15 PM SBCTC Update, [Slides](#) (45 MIN)

- How can you help us?
- What is realistic?

4:00 PM Adjourn for the day!

Reservation for 10-12 at Tugboat Annie's at 5:00

AGENDA DAY 2: Thursday, August 28, 2025

9:30 AM (30) SET UP, SIGN-IN and New Member Orientation

- Please Sign-in on the [Attendance Form](#)
- Please add your [College Updates](#)
- Meeting Guidelines determined by our [Bylaws](#)
- Add your [SHOUT OUTS!](#)
- [Community Guidelines](#)
- Please update the [membership list!](#)

10:00 AM (15 MIN) Call to Order

- Welcome by Dr. Joyce Hammer (SBCTC)
- Establish Quorum
 - Quorum established by Hannah Lovett
- Announcements:
 - [Bylaws Update](#) (Voting this afternoon)
- Call for additions to the agenda.
- Introductions of New People - Welcome!

10:30 (20 MIN) Panopto CSM Introduction- Crystal Garcia

- What's Panopto's current plan/roadmap for improving communication, technical and user support, and product?
 - Will regularly send updates
 - Colleges/eLC can let her know what works for us as far as communication
- More admin control, better support, advanced notice on major changes to the product, I miss the monthly CSM updates.
- Remind Crystal what school you are with when you tag her in emails
- Willing to attend eLC meetings and/or individual meetings with colleges
- Feature Requests: Shared document that Crystal has access to?
- Give direct feedback to product team
- Invite Crystal with Canvas admin meeting/group?
- Working doc of requests to share with Crystal. Include where they are coming from.
- Request trainings to be later than 8am PST.
 - Regular training meetings?
- Please send meeting agendas to Crystal a week in advance
- Request: Admin training for backend settings/best practices
- Crystal noticed that we don't have "top folders". We want to learn more.
- Seeing Panopto as brand new---what recommendations do they have for new accounts

Break (15)

11:35 am Equity Rubric Presentation/Discussion- Marc Lentini (30 MIN)

- Goal: Get students to degrees.
- Ask: Review rubric, discuss, provide feedback
- Links:
 - [Rubric](#)
 - [Feedback Form](#)
- Share with ITC? eLC feedback first then, share with the broader group.
- Thank you to Marc, Jeremy, Sheila, Sue, and Whitney for your work on this!

12:00 Lunch (60)

1:00 pm Ally RFI (30 MIN)

- RFI: Not a competition process, and information gathering process, vendors are making themselves known. RFI process 3-4 months. Michael and team will form questions for the vendors. Hoping for the RFP process to start next spring which gives us two years to be thoughtful and make a sound decision.

1:15 pm Carrie Powell Ally Feedback and Survey (15 MIN)

- Please complete [survey](#)- foundation for RFI/deadline September 19th
 - [Survey reference](#)
 - Monica and Michael are the points of contact
 - One response per college
- You can attend Ally sessions twice a month to get the most out of the tools we have
- Contact for Carrie: cpowell@sbctc.edu
- Tye Durbin (Whatcom) is willing to add folks to her Panorama test shell
 - tdurbin@whatcom.edu
- [Panorama demo](#)
- Create a list of features based off vendor lists

1:40 pm ELC Lighting Rounds (15 MIN)

- Instructure's partnership with OpenAi
 - Make sure DPA in place to make sure no data is exposed when passing data from Canvas to GenAI platforms like ChatGPT
 - Basic integration is supposed to be free
 - The integration would be with the free version of ChatGPT
 - Will be discussing at the next AI Taskforce meeting

- Keep an eye on the rising cost of Canvas overall, making GenAI not free
- What about the cognitive dissonance of faculty using ChatGPT in Canvas to grade but disallowing students using it
- Disclosure for students and faculty about using ChatGPT in Canvas
- What specifically do we want Michael and Kindra to get for us?
 - Joint document for questions, concerns, asks
 - Do we have the power to say “no” based on our Canvas contract
 - Depends on what kind of feature it is...part of the product or add on
 - Will be rolled out in the next 5-6 months
 - Michael and Guava has reached out to Kindra about many of these questions---TBD
 - Pretty sure this will be an incurred cost with the possibility of a pilot
 - Nudge Michael in November so we aren’t caught off guard in winter quarter
- Steps to best leverage group demands of vendors?

Break (10)

2:10 Council and Commission Reports (30 MIN)

Committee for Accessible Technology Oversight (CATO) - Jeannie Henkle/Amy Rovner/Monica Olsson may have additional info to share during the SBCTC updates.

- No updates

Continuing Education Council (CEC) - Justin Baggott

- [CEC Website](#)
- No updates

Educational Technology Advisory Group (ETAG) -Marc/Kevin/Dawn

- Replacement for Claver
- AI and accessibility are probably going to be the focus as well as collective purchasing

Information Technology Commission (ITC) - Niki Podnar

- [ITC Website](#)
- Moving state trainings (ethics, etc) from a third party, using the same trainings
 - Put trainings in Commons to download
 - Issues with Vector Solutions
 - Send questions to Niki: niki.podnar@lwtech.edu

- Fraudulent application software proposal
 - Charging an application fee
- AI-
 - create a central repository to support AI resources
 - AI literacy

Instruction Commission (IC) - Stephanie Delaney/Hannah Lovett

- [IC Website](#)
- Learning Strategies & Innovation Committee Meeting
 - AI
 - Outputs: AI framework, an inventory of AI-related outcomes/tools, and a micro-course collection. The framework should be for institutions, presented to presidents, to help them initiate conversations and address overwhelm.
 - Non-Credit to Credit Articulation
 - There's potential to catalyze credit articulation for non-credit certification pathways related to AI.
 - Guided Pathways
 - This was proposed as a third work plan item, as other subcommittees may not be focused on it.
 - Guided pathways is seen as crucial for achieving equity goals and supporting all students.
 - The need to strengthen guided pathways to support marginalized students by integrating learning strategies and faculty advisor support systems was emphasized.
 - Accessibility
 - A fourth goal was proposed: Continue pressure on institutions to implement accessibility work to meet the upcoming federal compliance deadline (Spring 2026).
 - Challenges include a lack of upper-level leadership commitment, capacity issues, and reluctance for required training among faculty.
 - It was suggested to gauge institutional readiness for the April 2026 deadline (e.g., on a scale of 1-10).

Library Leadership Council (LLC) -Dawn Hawley/Tim Fuhrman/Jeanne Henkle

- [LLC Website](#)
- Moving authentication software any from Easyproxy, not having individual IT departments manage authentication
- Conversation with Monica about accessibility needs
- Set up workgroups
 - AI Literacy
 - Accessibility

2:45 Voting on [Bylaws Update](#) (15 MIN)- Revisit fall

- Notes

Announcements:

- [Training calendar!](#) Add your trainings! It is a way to get more of an audience and for faculty to hear from other folks at other colleges.
- Brandy Long: I'm the new webmaster and listserve owner, if I miss something, please email me. blong@cascadia.edu

3:00 PM Adjourn for the day!

Upcoming Meetings

Quarter	Dates	Location	Comments
Fall 2025	<i>Before Nov. 7</i>	<i>Green River</i>	
Winter 2026		<i>Virtual</i>	<i>Regional</i>
Spring 2026		<i>Columbia Basin or Walla Walla</i>	