

DL Committee Meeting Minutes

Nov 3, 2017

8-8:30am, DLC 1

Attendees:

Maria Fernandez, Mike Tischler, Shawn Abbott, Jude Baldwin, Alison Varty, Zachary Zweigle, David Blink, Anne-Marie Kuhlemann

The meeting was shortened to a half hour to accommodate the all-college meeting hosted by Dr. Schoonmaker.

Action Items

1. Approved Minutes from previous meetings; Jude needed to be added to the previous attendee list.
2. Approve Peer Evaluation Role in Canvas
 - a. This item was rigorously discussed: Blink felt that the role of the online peer evaluator should be “observer” which allows the same level of access to the course as an on-campus observation; Abbott mentioned that in the observer role one can’t gauge regular and effective contact, and that our work should be transparent; Varty was in favor of the observer role; the group felt that the observer should be able to determine reg/effective contact with the snapshot view provided by the observer role; Abbott concurred that in terms of equity, the role of observer is more consistent with on-campus peer review role.
 - b. Vote passed to make the role “observer” for all online peer reviews.
3. Proctorio Discussion: Zweigle related a student concern over the use of Proctorio. Varty, Fernandez, and Kuhlemann offered information regarding Proctorio use. Fernandez related that she had discussed having Proctorio information clearly evident in course syllabus, but felt the need to have more formal policies/language. This lead to Abbott, Blink, and Baldwin offering to develop Proctorio language for DL consideration. Baldwin to send current proctoring webpage information to the group.
4. Adopt Online Teaching Requirements as per AP 4105: this item was tabled to the next meeting.

Adjourn: 8:30