



MEETING MINUTES NOV. 4, 2022

11-12 p.m. via Zoom

Meeting called to order at: 11:00 a.m.

In attendance: Elena Atanasiu, Lisa Buehler, Vanina Coudriet, Jencie Davies, Paul Davis, Kat Dow, Candace Garlock, Robin Griffin, Tommie Guy, Blisin Hestiyas (Chair), Dan Hooper, Beth Humphrey, Tim III, Lars Jensen, Sara Krutz, James Kuzhippala, Julie Kauffman, Rebecca McCleary, Nancy O’Neal, Rebecca Porter, Craig Rodrigue, Phil Smilanick, Roza Weller, Rachel Wooley

Absent: Brian Addington, Heidi Himler, Lauren Miller, Ted Owens, Corina Weidinger

Guests: Amber Anaya, Minsung Jung, Fred Lokken

Approval of October 7, 2022 Minutes

Lisa Buehler moved and Candace Garlock seconded to approve the WebCollege Faculty Advisory Committee Minutes for October 7, 2022. The committee approved the minutes.

Guest Speaker – Fred Lokken

Fred provided tips on what could be done to handle the WebCollege workload demands for the upcoming semester. He will also take suggestions and issues brought up to the Deans and Chairs Meetings.

Suggestions received from the committee were to have faculty provide office hours in the WebCollege during the first week of Spring Semester to assist with phone calls and emails from students, providing a banner on the main or home page of Canvas “How to find your class” for the month of January, and showcasing the existing open forum in Canvas where people can share knowledge.

Redirect App within Canvas – Blisin Hestiyas

Blisin gave a short demonstration of the Redirect App found within Canvas. Shortcuts are created to quickly direct students to a specified area.

WebCollege Update – Kat Dow & Sarah Krutz

Kat and Sarah answered and discussed how the permissions work for the different levels of supervisory access in Canvas.

Unscheduled class visit (Tracking visits on Canvas LMS)

Lars Jensen moved and Rebecca Porter seconded to remove all administrative access from an instructor’s Canvas courses. In extraordinary circumstances temporary access can be granted by the WebCollege and must be documented.

Rachel Wooley moved and Nancy O’Neal seconded to table this motion for the December 2, 2022 meeting. The motion passed.

Meeting adjourned: 12:00 p.m.

Next Meeting: December 2, 2022, 11a.m. – 12 noon, Zoom/SIER 117