



Truckee Meadows Community College

Faculty Senate WebCollege Faculty Advisory Committee

MEETING MINUTES DEC. 2, 2022

11–12 p.m. via Zoom

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

In attendance: Brian Addington, Lisa Buehler, Vanina Coudriet, Jencie Davies, Kat Dow, Candace Garlock, Robin Griffin, Blisin Hestiyas (Chair), Dan Hooper, Beth Humphrey, Tim III, Lars Jensen, Sarah Krutz, James Kuzhippala, Julie Kauffman, Rebecca McCleary, Nancy O’Neal, Alex Orejel-Oliva, Ted Owens, Rebecca Porter, Craig Rodrigue, Phil Smilanick, Rachel Wooley

Absent: Elena Atanasiu, Paul Davis, Tommie Guy, Heidi Himler, Lauren Miller, Corina Weidinger, Roza Weller

Guests: Amber Anaya

Approval of November 4, 2022 Minutes

Rebecca McCleary moved and Robin Griffin seconded to approve the WebCollege Faculty Advisory Committee Minutes for November 4, 2022. The committee approved the minutes.

WebCollege Update

Kat is leaving TMCC to work for Walker Basin Conservancy. The committee expressed their gratitude to Kat and wished her well. Sara and Alex Orejel-Oliva will be the points of contact for the WebCollege.

WebCollege Student Email Spring 2023

WebCollege created an email template to send to students before the semester starts to help alleviate student confusion, questions, and concerns at the beginning of each semester. The instructor can send messages to the class before the course is published. Messages can be sent through the My TMCC Class Roster, but hyperlinks do not work. Blisin asked how to send a message to a class before the class is published. The message can be sent as an email through Canvas to a class of students. Blisin mentioned that they will need to send the VPAA the template to review.

Alex Orejel-Oliva introduced himself and will be working with faculty and students on all things WebCollege.

Unscheduled class visit (Tracking visits on Canvas LMS)

Lars Jensen moved and Rebecca Porter seconded the motion below, written by Lars, which was tabled at the November 2022 meeting.

All administrative access from an instructor’s canvas courses must be removed. In extraordinary circumstances, temporary access can be granted by WebCollege.

The committee had a good discussion. Concerns were raised about how the WCFAC can make a unilateral decision for the entire institution, another committee is working a similar item, and that the motion needs to be more specific concerning access types. It was also noted distinction needs to be made whether this motion is asking the for faculty to be notified when someone is accessing their course or if the motion is removing access. The motion needs to be specific in verbiage and limited to notification.

Lars agreed to work with the committee and the WebCollege to phrase the motion appropriately. The committee agreed to carry this agenda item to the next meeting for further discussion on the wording.

A suggestion made to incorporate into to the motion: The Admin/Supervisor must request access to classes and advance notice must be given to the instructor (48 hours).

Quick Demo (pdf) – Lars

This item will be placed on the next agenda.

Next Meeting: February 10, 2023, 11:00 a.m. – 12 Noon, Zoom/SIER 117

Meeting adjourned: 11:55 a.m.