

MEETING MINUTES FOR SEPT. 1, 2017

Meeting called to order at: 9:03 a.m.

In attendance: Brian Addington, Tamera Anderson, Julie Armbrecht, Lisa Buehler, Eddy Burke, Paul Davis, Natalie Fisher, Hugh Fraser, Bill Gallegos, Holly Gallup, Candace Garlock (chair), Robin Griffin, Dan Hooper, Thomas Kearns, Nancy O'Neil, James Phillips, Melanie Purdy, Craig Rodrigue, Amanda Sabiniano, Tim III, Roza Weller

Guests: Amber Anaya, Cheryl Cardoza, Jill Channing

Absent: Jim Collier, James Phillips, Brandy Scarnati, Crystal Swank, Wyatt Ziebell

Cheryl Cardoza, Faculty Senate Chair opened the meeting and stated this is the first Faculty Senate standing committee meeting of the WebCollege Faculty Advisory Committee.

Approve minutes from April 14, 2017 meeting

Chair Candace Garlock called for a motion to approve the April 14, 2017 meeting minutes, Melanie Purdy motioned, and Julie Armbrecht seconded. The minutes were approved unanimously with one abstention.

WebCollege updates – Julie Armbrecht

Julie Armbrecht and Amanda Sabiniano provided updates to the committee. Julie Armbrecht presented a Delivering Effective Online Instruction Workshop and is generating ideas to develop more online instruction delivery methods. Roza Weller mentioned a Canvas Extras class she attended which the capture space feature was shown. Brian Addington will be using group collaboration in his online courses. Candace Garlock noted students were more engaged when using videos. Amanda Sabiniano will introduce group conferencing/chat for use in online instruction. Paul Davis responds to student emails and gives detailed feedback in order to engage students and let them know a real person is there. Julie Armbrecht asked for anyone with ideas for teaching topics in online course deliver to please contact her or Brandy Scarnati. Roza Weller suggested an emoji selection to be able to add to graded student work.

Tamera Anderson, Retention Specialist reported on results from texting blast campaign to get students to login for the first time. There were 4,275 total enrollments and at the end of her texting campaign there were 141 students who had not logged in.

Paul Davis requires students to acknowledge the course syllabus and suggested adding the getting started online module to the syllabus criteria.

Amanda Sabiniano reported on Quality Matters Certification for the following courses: Bill Gallegos, Math 182, Brian Fletcher, Political Science 231, Lisa Buehler, Business 150, Nancy O'Neil, Entrepreneurship 200.

Julie Armbrecht noted the catalog uses a ribbon to denote Quality Matters certified instructors.

A suggestion was made to use QM certified instructors for best practices. Candace Garlock suggested a subcommittee to develop a template for best practices. A subcommittee was suggested and Lisa Buehler volunteered to chair it. Bill Gallegos also volunteered.

Amanda Sabiniano is looking for good ideas to include in the WebCollege Newsletter. She also encouraged faculty to write letters for inclusion in "Dear Amanda" section of the newsletter.

Paul Davis suggested a student newsletter that contains tips, tricks, FAQ's, and a blog. Amanda Sabiniano agreed and will take initiative.

UDoIT help – Thomas Kearns introduced the new Canvas tool – UDOIT, which is a universal ADA compliant inspection tool. He will be facilitating more workshops on how to use this tool and he is open to individual instruction. Please contact him.

Old Business

None

New Business

None

Next meeting: October 6, 2017 at 9 a.m. in SIER 117

Meeting adjourned: 10:05 a.m.