TMCC

Truckee Meadows Community College

Faculty Senate WebCollege Faculty Advisory Committee

MEETING MINUTES FOR NOV. 2, 2018

In Attendance: Brian Addington, Lisa Buehler, Greg Ellis, Bob Fletcher, Ricky Genz, Robin Griffin, Dan Hooper, Thomas Kearns, James Kuzhippala, Dan Loranz, Rebecca McCleary, Shannon McCool, Joylin Namie, Nancy O'Neal, Brandy Scarnati, Shehara Snow, Crystal Swank (virtual), Corina Weidinger, Wyatt Ziebell

Absent: Tamara Anderson, Julie Armbrecht, Elena Atanasiu, Kellie Carter, Natalie Fisher, Holly Gallup, Candace Garlock, Heidi Himler, Tim Ill, Roza Weller

October 5, 2018 Minutes

It was motioned and seconded by Lisa Buehler and Thomas Kearns respectively to approve the October 5, 2018 minutes. The minutes were approved unanimously.

Demo of Turnitin

A representative gave the committee a demo of Turnitin, the plagiarism software that will be used starting in Spring 2019. Turnitin is integrated into canvas, and also has a grammar feature built into the system. The committee had a positive reaction to the new software.

Accessible Textbooks vs. Inaccessible textbooks

Thomas Kearns from the DRC office gave a presentation on the inaccessible textbook notification form, and the data of books, see attached. Faculty were requested to fill out the online form so that the DRC office can assist with textbooks that may need to be converted in order to be accessible. The DRC office is willing to reach out to the publishing company and ask for accessible content. Instructors can still use textbooks that are inaccessible, but the DRC office just asks that communication be had to ensure they can help in anyway. An email will be sent out from the DRC office to all mailboxes informing the campus community of the textbook notification, and pre-purchase accessibility checker form.

Tom also informed the committee that every computer at TMCC has access to a screen reader, Magic, a magnifying software, and open book a scanning solution. All of these tools are available to students, instructors and staff to help ensure accessibility.

Student Informed Consent

The two additions were reviewed and approved.

- Reserve ample time for checking course communication and to participate in course activities. It is recommended to dedicate at least 3 hours per credit per week towards your online courses.

- Some online courses will require proctored exams. Please refer to your syllabus for details. If you are required to take a proctored exam you can use the Proctoring Center. If you cannot make it to campus, you will be asked to take your proctored exam through ProctorU, and will be responsible for a fee per exam. Details will be provided by your instructor.

Meeting Adjourned: 12:05 p.m.

Next meeting is on Friday December 7 at 11 a.m. in Sierra 117.