



Truckee Meadows Community College

Faculty Senate WebCollege Faculty Advisory Committee

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# MEETING MINUTES SEP. 13, 2019

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

**In attendance:** Brian Addington, Tamara Anderson, Julie Ambrecht, Lisa Buehler, Jencie Davies, Paul Davis, Natalie Fisher, Hugh Fraser, Robin Griffin, Heidi Himler, Dan Hooper (Chair), Tim III, Thomas Kearns, James Kuzhippala, Rebecca McCleary, Joylin Namie, Nancy O'Neil, Craig Rodrigue, Brandy Scarnati, Corina Weidinger, Roza Weller, Wyatt Ziebell.

**Absent:** Eddy Burke, Marshall Carby, Kellie Carter, Greg Ellis, Bob Fletcher, Ricky Genz, Candace Garlock, Robert Kirchman, Dan Loranz, Stephanie Mead, Shannon McCool, Shehara Snow, Crystal Swank.

**New Members Attended:** Jencie Davies, Damien Ennis, Bill Gallegos, Troy Hooker, Beth Humphrey, Ted Lambert, Sharon Lowe, Jimmy Roque.

## Approval of April 5, 2019 Meeting Minutes

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Chair Dan Hooper called a motion to approve the April 5th, 2019 Minutes. It was motioned by Lisa Buehler and seconded by Corina Weidinger: Vote passes unanimously.

Guests Abstained

## Introductions

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Chair Dan Hooper opened the meeting by calling for introductions of all members and welcomed new members and guests joining the committee. Chair Hooper also presented the charges of the committee and where it is located on the website.

## Committee PD

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Chair Hooper proposed the idea that going forward the first few minutes of each WCFAC meeting will be utilized to share something unique with the committee. Examples given were best course practices or personal gains. Committee members will volunteer and send their items to chair Dan Hooper for review and approval.

A motion to implement this was made by Lisa Buehler.

Second by Robin Griffin.

Vote passed unanimously.

## WebCollege Updates

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TMCC Instructional Designer, Danielle Harris presented slides demonstrating the importance of utilizing clear and easy Canvas course navigation and how it increases student interaction. Data presented was pulled from the previous Student Satisfaction survey sent out last semester.

Danielle also provided handouts for a new universal homepage in the works within the WebCollege Department. The new landing page is meant to provide students and instructors with easy, quick navigation buttons within Canvas. Lisa Buehler made a motion to "adopt the new homepage for all Canvas courses in Spring 2020." Joylin Namie Second. Vote Passed unanimously. Guests Abstained.

Danielle and Brandy presented a page for an "Institutional Syllabus" that will be available in Canvas for all instructors to link to and use. Utilizing the TMCC Resources page as a universal syllabus for students will eliminate the need for having to include ADA statements and locations of essential resources on campus within individual syllabi.

## Tabled Topics

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With the implementation of the new Homepage/Landing page in Spring 2020, WebCollege would like to establish a date when all courses will "go live" automatically so students can access the new navigation.

## Old / New Business

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The committee will review the TMCC Resources page and determine if any information on resources and/or locations needs to be modified.

Next meeting: Friday, October 4, 2019.

**Meeting adjourned:** 12:01 p.m.