

# MEETING MINUTES MAY 14, 2021

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11-12 p.m. via Zoom

**Meeting called to order at:** 11:01 a.m.

**In attendance:** Brian Addington, Katie Bomberger, Carrie Breakell, Vanina Coudriet, Paul Davis, Damien Ennis, Robin Griffin, Danielle Harris, Blisin Hestiyas, Heidi Himler, Dan Hooper (Chair), Lars Jensen, James Kuzhippala, Ted Lambert, Rebecca McCleary, Rebecca Porter, Natalie Ramirez, Craig Rodrigue, Jimmy Roque, Brandy Scarnati, Phil Smilanick, Shehara Snow, Corina Weidinger, Roza Weller

**Absent:** Elena Atanasiu, Tamara Anderson, Julie Armbrrecht, Bridgett Blaque, Lisa Buehler, Jim Cotter, Hugh Fraser, Marynia Giren-Navarro, Beth Humphrey, Nancy O'Neal, Cliff Uren

## Approval April 9, 2021 Meeting Minutes

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It was noted Robin Griffin and Craig Rodrigue were present at the April 9, 2021 meeting.

*Craig Rodrigue moved and Lars Jensen seconded to approve the April 9, 2021 WebCollege Faculty Advisory Committee Meeting as amended. The committee approved the motion unanimously.*

## WebCollege updates

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Professional Development opportunities will continue throughout Summer and into Fall. The WebCollege will host the Summer DE Institute in-person, on campus August 10, 2021. There is a \$100 stipend for participants.

## Definition of weblive / weblive hybrid (discussion)

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*It was moved by Corina Weidinger and seconded by Ted Lambert to modify the weblive definition as seen on the website: <https://www.tmcc.edu/schedule/class-schedule-terminology> to **WL = Web Live (Synchronous)**:*

*Similar to an in-person course, a weblive course meets virtually at regular dates and times according to your schedule on MyTMCC. Your instructor has the option to require attendance or a webcam for class sessions. You may also be required to come to campus or make arrangements with a proctoring center to take proctored exams. The motion passed unanimously.*

*It was moved by Corina Weidinger and seconded by Shehara Snow to modify the definition for Web Courses as seen on the website: <https://www.tmcc.edu/schedule/class-schedule-terminology> to **WB = Web Course (Asynchronous)**: A web course does not meet at regular dates and times. The course may have a regular schedule and pre-established deadlines. Your instructor may require you to come to campus or make arrangements with a proctoring center to take proctored exams. The motion passed unanimously.*

## Exam Proctoring for web/weblive courses

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The concern noted was faculty need in-person proctoring services for web live and web courses.

*It was moved by Corina Weidinger and seconded by Ted Lambert to recommend that testing services be expanded to accommodate both types of courses (web Live and web courses). The motion passed unanimously.*

## FERPA/Canvas training – discussion

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Cross-Listing Sections: It is recommended that WebCollege host a professional development workshop in Fall for how to properly set up online courses for cross-listing with special attention to properly setting up discussions.

## Old/New Business

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None

**Meeting adjourned:** 12:00 p.m.