



MEETING MINUTES FEB. 11, 2022

11-12 p.m. via Zoom

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

In attendance: Brian Addington, Julie Armbrecht, Bridget Blaque, Lisa Buehler, Vanina Coudriet, Jencie Davies, Paul Davis, Kat Dow, Robin Griffin, Tanja Hayes, Blisin Hestiyas, Heidi Himler, Dan Hooper, Beth Humphrey, Lars Jensen, James Kuzhippala (Chair), Ted Lambert, Rebecca McCleary, Nancy O’Neal, Rebecca Porter, Craig Rodrigue, Brandy Scarnati, Rachel Wooley

Absent: Elena Atanasiu, Tamera Anderson, Katie Bomberger, Damien Ennis, Thomas Kearns, Phil Smilanick, Corina Weidinger, Roza Weller

Guests: Bill Garand, Tim III, Maggie Eirenschmalz

Library Services Presentation

Maggie Eirenschmalz joined today’s meeting to share the different facets of the services offered by the library. Two links were shared: Canvas Page: <https://tmcc.instructure.com/courses/832091> and Appointments; <https://libcal.tmcc.edu/appointments/>.

Tutorials are available on Canvas for the students and they can also schedule an appointment.

The librarians can assist with Open Educational Resources (OER) resources and with searches within the new database system.

Approval of December 10, 2021 Minutes

Nancy O’Neil moved and Vanina Coudriet seconded to approve the minutes from December 10, 2021. The committee approved the minutes.

WebCollege Updates

Brandy Scarnati provided an update. Job postings have been made for the two positions that have been vacated in WebServices. Kat mentioned the new quiz implementation has been postponed. Brandy received compliments on the quick response time from her team while also being short-handed.

Update WCFAC Meeting Schedule for 2022-2023 Academic Year

Send James nominations for WCFAC Chair before the March meeting. James gave a short description of the chair duties.

The committee discussed meeting times for the next academic year. It was suggested to meet a week prior to Senate in December and March.

A motion was made to move the December and March 2022-2023 meetings a week prior was made by Nancy O’Neil and Vanina Coudriet seconded. The committee approved the motion.

WebCollege Mentorship Program

The self-observation form’s purpose was to review the course and get feedback from WebCollege and/or another instructor. The form would be sent to the administrator doing an evaluation to be included. The feedback received strengthens the course content on the website.

If any faculty would like to volunteer to evaluate, please send a note to James.

Online Faculty Standard 1.1

The committee wondered if a Canvas 1,2,3 could be delivered as a self-paced canvas course; however, staffing shortages prevent a self-paced Canvas training at this time. A concern is faculty who are given an online class at the last minute who have not taught online before. Suggestions were to lengthen the online training period time requirement, offer trainings after the semester starts, and creating a form for department chairs to use to evaluate the online skill level of the newly hired instructor. The time period of the mentorship and how to assess the folks who watched the video was questioned. Could a sandbox training area be created for assessment? What are best practices of other institutions? James will continue to work with Brandy on further training options.

Brandy shared a link for faculty resources: <https://tmcc.instructure.com/courses/1150060>

Meeting adjourned: 12:00 p.m.

Next Meeting: March 11, 2022 at 11 a.m.