DLTC Minutes April 15, 2022

In attendance: Ané Pearman, Bethany Wright, Iris Wang, Jennifer Hopkins, John Morea, Kim Perez, Leah Hagedorn, Lisa Whitaker, Michele Marits, Nancy Prather-Johnson, Norris McClain, Sarah Stevenson

I. Meeting was called to Order at 12:02 PM
II. There are still vacancies in membership.
III. February 4 and March 18 minutes approved
IV. Charges
   a) Review and make recommendations regarding add-on software for Canvas
      Met. Harmonize Faculty Survey was reported on last month, and the Student Survey is currently ongoing
   b) Review remote proctoring contracts
      Met. Received report
   c) Conduct a classroom needs assessment to assist with on campus and synchronous remote learning
      Could not complete charge. Subcommittee is still waiting on requested information from OIS.
   d) Addressed three additional charges.
     I. Faculty webpages: directory now on TCC page, and distance learning provided templates for faculty webpages
     II. Draft statement regarding continuing synchronous course: received update from Dean Woodhouse that they will continue to be offered
     III. Request rationale for scheduling: moot
V. Reports
   a) requested from subcommittees: see Appendix
   b) Ané submitted midyear report to PAPC
VI. New Business
   a) Update on Zoom Training
      Everyone agrees there should be training available; the question is whether it should be required. Faculty should lead the conversation. The new Center for Teaching Excellence would have ownership. There are current discussions about developing policy and procedures for synchronous teaching.
   b) Confirm vacancies in membership: Leah and Norris are rotating off
   c) Election of new officers will be conducted by email
     I. Sarah volunteered to be secretary
     II. Members can self-nominate
   d) A list of available hardware and software from distance learning is on the Remote Teaching Research Request Form https://docs.google.com/forms/d/e/1FAIpQLSccE6lJec22FkGSPpvXv9H-mR5AwPStGIJQKYxyxmRj-CJPEg/viewform
      If faculty need computers or laptops, they should speak to their deans
   e) Hyflex classrooms suggested as charge for next year
      John gave a presentation on the HyFlex design Workshop
VII. Meeting adjourned 1:54pm

Appendix:

April 10, 2022

DLTC Subcommittee:

Review and make recommendations regarding add-on anti-plagiarism software for Canvas

Subcommittee members: Leah Hagedorn, Sarah Stevenson

Turnitin Anti-Plagiarism Program:

- After a broad review of plagiarism detection programs, TCC's current software, Turnitin, is currently the most comprehensive approach to alert both students and faculty to plagiarism.

Content Sharing and Essay Writing Websites:

- Content sharing and essay writing websites have proliferated in the past decade; technology and the internet have made these resources too ubiquitous to control. Essay writing websites justify the use of a *ghostwriter* for busy college students while content sharing websites advocate *learning through sharing,* which can often overlap with cheating. Ultimately, faculty should emphasize academic integrity and TCC should incorporate academic integrity education into all SDV classes.

Bartleby Learn:

- A one-month free Bartleby Learn subscription, previously recommended to TCC students, is no longer offered through TCC, although Barnes and Noble still partners with Bartleby and offers a 50% off promotion for the first month. Bartleby Learn is a *content and answer* sharing website that can encourage cheating by offering answers to graded assignments and is not recommended by TCC faculty.

DISTANCE LEARNING AND TECHNOLOGY COMMITTEE

Remote Proctoring Software Sub-Committee Final Report and Recommendation

Sub-committee

Beth Callahan, Dean Nancy Prather-Johnson, Iris Wang, and Lisa Whitaker

Charge

The subcommittee is to review the five remote proctoring contracts that the VCCS recently awarded. A recommendation, if warranted is to be provided to the college with the service providers that are felt to be most beneficial to the faculty.

Items reviewed/considered

- Five contracts were reviewed: Honorlock, Proctor U, Examity, Respondus, and ProctorTrack.
- Environmental scanning to include talking with peers and surveys were completed
- Campus-wide survey sent to those who used Respondus in the last year.

Consideration

- Can we add to the current services provided by Respondus?
- Does the college have the budget to support more than one software?
    - Respondus currently is budgeted by VCCS, however new software selection will need to be budgeted by the college.
- What are the other VCCS colleges considering as there may be cost-savings if multiple VCCS sites choose the same software.

Recommendation

After review of the software contracts along with the survey results, the subcommittee is recommending the following:

- After review of the five contracts and their features, it was decided that Respondus, our current software should be continued with recommended changes. This current software is meeting the needs of the current users with few exceptions. In addition, it is the most cost-efficient of those reviewed. However, we do recommend that we seek to find if Respondus can offer additional features that were mentioned as needs from faculty.

- The sub-committee would also recommend the purchase of ProctorTrack. This would meet the needs of those who need the additional features offered by this software that are not available with Respondus, ie. Live proctoring, ability to allow alternative software for accessibility, etc. This software seemed to have many of the features that our educational accessibility students would need and benefit from as a result.

Respectfully Submitted,
Proctoring Software Subcommittee

TCC Harmonize Faculty Satisfaction Survey

FA2021 Pilot

The TCC Harmonize Faculty Satisfaction Survey for FA21 was sent out to 13 faculty who piloted Harmonize in Fall 2021. Five faculty members returned the survey.

There were 34 course sections with over 700 seats used in the pilot.

The survey consisted of 25 questions, which were grouped into the following categories: General Information, Purpose and Use, Management, Grading, Functionality, Overall Assessment, Professional Development and Support, and Final Questions. Please find the results below.
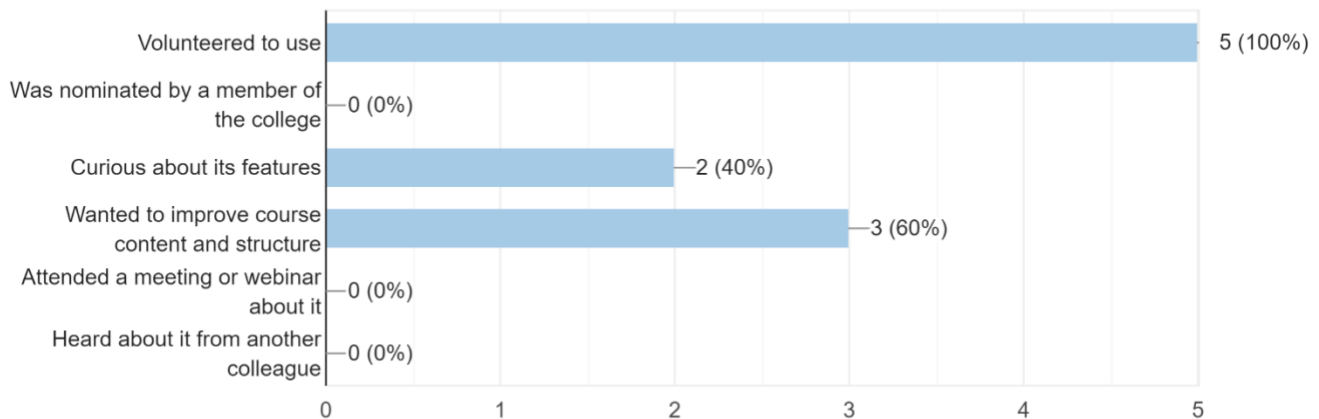
GENERAL INFORMATION

1. **Select all statements that best reflect your purpose for piloting Harmonize.** Here are the results:

   - Wanted to improve course content and structure (60%)
   - Curious about its features (40%)

Select all statements that best reflect your purpose for piloting Harmonize.

5 responses

Above Chart Showing Purpose for Using Harmonize

2. **My course lasts X weeks (the course in which you use Harmonize the most).** Here are the results:
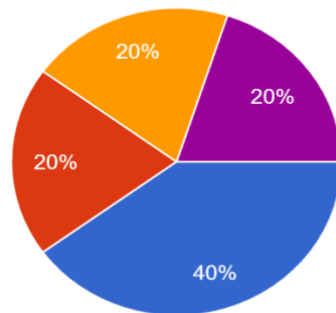
   - 8 weeks = 40%

- 16 weeks = 40%
- 10 weeks = 20%

3. **My class (in which I use Harmonize) uses X modality.** Here are the results:

- 40% Asynchronous
- 20% Synchronous
- 20% Hybrid
- 20% both asynchronous/synchronous

My class (in which I use Harmonize) uses X modality:

5 responses

- Asynchronous (class meets at a distance primarily through the use of…
- Synchronous (at a distance, but predominately in real time)
- Hybrid (mixed modalities: some classes are face-to-face, some are at a distance)
- Hyflex (a class is taught in multiple modalities at the same time: some stu…
- I use it in both an asynchronous and synchronous class
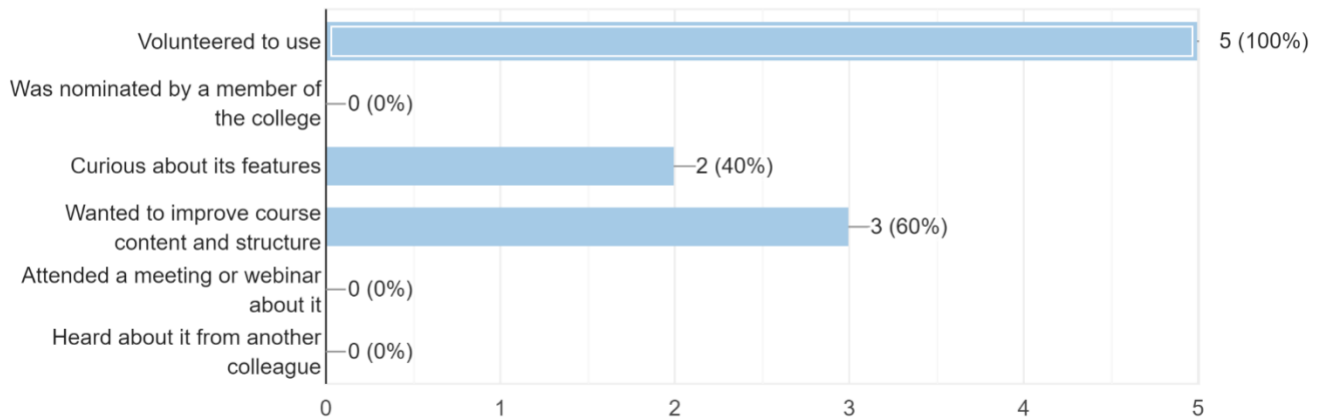
Above Chart Showing Course Modality

PURPOSE AND USE

4. **Select all statements that best reflect your purpose for piloting Harmonize.** Here are the results (faculty could select more than one):

- Wanted to improve course content and structure (60%)
- Curious about its features (40%)

Select all statements that best reflect your purpose for piloting Harmonize.
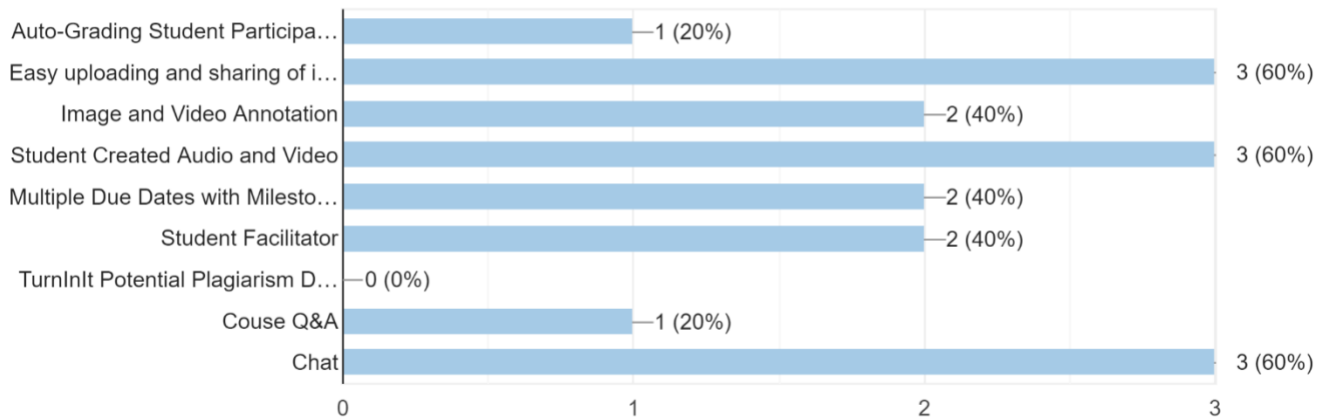
5 responses

Above Chart Showing Purpose for Piloting Harmonize

5. **Select all features below that you use within your Harmonize discussions.** Here are the results (faculty could select more than one):

- Easy uploading and sharing of information (60%)
- Student created audio and video (60%)
- Chat (60%)
- Image and video annotation (40%)
- Multiple due dates with milestones (40%)
- Student facilitator (40%)
- Auto-grading student participation (20%)
- Course Q&A (20%)

Select all features below that you use within your Harmonize discussions:

5 responses

| Feature	Value
Auto-Grading Student Participa...	1 (20%)
Easy uploading and sharing of i...	3 (60%)
Image and Video Annotation	2 (40%)
Student Created Audio and Video	3 (60%)
Multiple Due Dates with Milesto...	2 (40%)
Student Facilitator	2 (40%)
TurnInIt Potential Plagiarism D...	0 (0%)
Couse Q&A	1 (20%)
Chat	3 (60%)

Above Chart Showing Features Used in Harmonize

6. **Select all features below that you are most excited about using in Harmonize.** Here are the results (faculty could select more than one):

- Easy uploading and sharing of information (60%)
- Student created audio and video (60%)
- Course Q&A (60%)
- Chat (40%)
- Image and video annotation (40%)
- Multiple due dates with milestones (40%)
- Student facilitator (40%)
- Auto-grading student participation (20%)

Select all features below that you are most excited about using in Harmonize:

5 responses
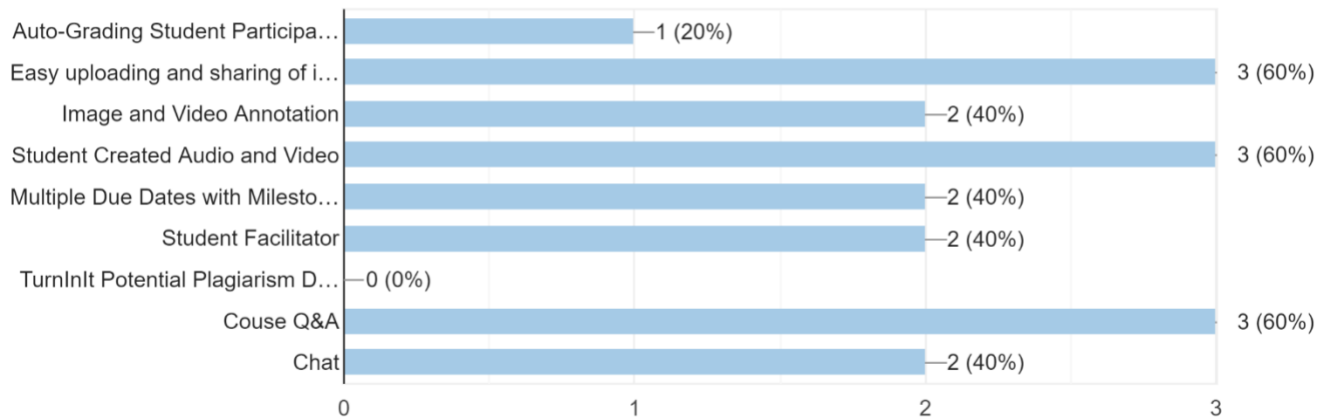
Above Chart Showing What Faculty are Excited to Use in Harmonize

7. **In which way are you using Harmonize in your online class?** Here are the results:

- Ungraded Discussions (60%)
- Graded Discussions (20%)
- Graded/Ungraded Discussions (20%)

8. **I am using Harmonize to help achieve the following goals:** Here are the results (faculty could select more than one):

- Allow students to communicate with more ease (100%)
- Increase student engagement and participation (80%)
- Increase quality of student submissions and discussions (60%)
- Connecting students with a personalized experience (60%)
- Utilize multimedia - images, video, audio (40%)
- Encourage timely submissions – (40%)

I am using Harmonize to help achieve the following goals:
5 responses
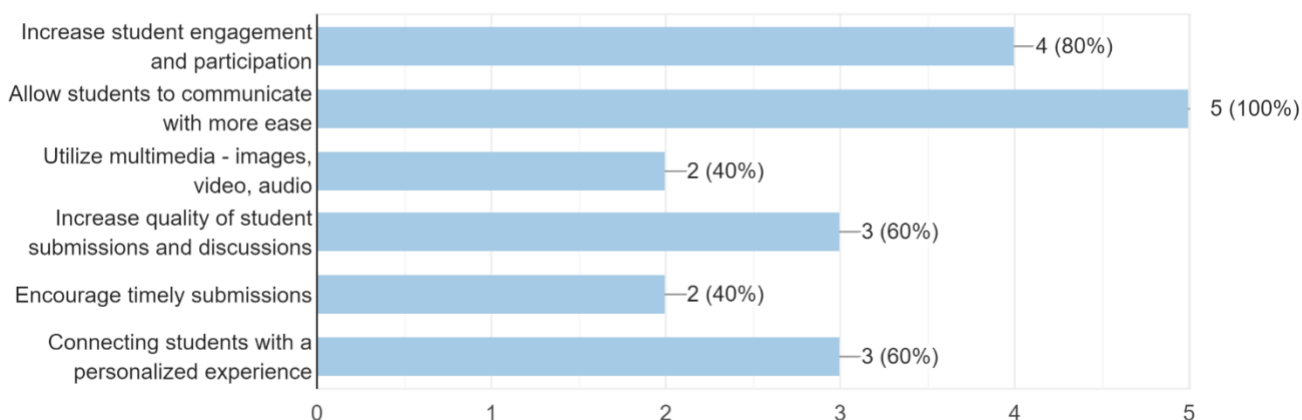
Above Chart Showing What Goals Faculty Would Like to Achieve

MANAGEMENT

9. **Now that <u>YOU</u> are using Harmonize, how effective is your ability to manage online discussions?** Here are the results:

   - Effective = 40%
   - Very effective = 20%
   - Somewhat effective = 20%
   - Ineffective = 20%

10. **Now that <u>STUDENTS</u> are using Harmonize, how effective is their ability to manage their participation in online discussions?** Here are the results (faculty could select more than one):

    - Effective = 40%
    - Very effective = 20%
    - Somewhat effective = 20%
    - Ineffective = 20%

11. **Please provide any further detail or feedback about your rating of the management of Harmonize discussions against the traditional discussion boards you've used previously.** For the most part, the management of the discussions were positive. See individual comments below:

    - The students like the visual display.

- I appreciate how easy it is to integrate multimedia content
- Students found Harmonize to not be user-friendly.
- It would be great if we could more closely align Canvas due dates with Harmonize (the milestones)
- It helped me keep several teams in contact with each other when a teammate was out with the pandemic. I think it is a good tool but I wish I had more time to utilize.
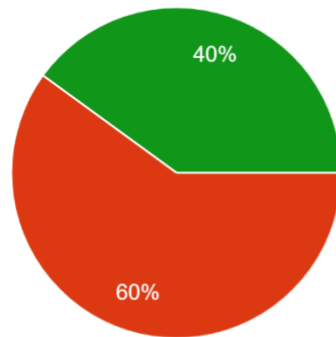
GRADING

12. **Now that *YOU* are using Harmonize, how effective is this tool to grade and give feedback for online discussions?** Here are the results:

- 60% Effective
- 40% Ineffective

Now that you are using Harmonize, how effective is this tool to grade and give feedback for online discussions?

5 responses

- Very effective - I can give meaningful feedback and grades easily, further enhancing my instruction.
- Effective - I can give meaningful feedback and grades.
- Somewhat effective - I know how to give feedback and grades, but sometimes struggle with connecting it to the rest…
- Ineffective - I frequently struggle with how to give feedback and grades on t…

Above Chart Showing Effectiveness in Grading and Feedback

13. Now that *STUDENTS* are using Harmonize, how effective is this tool for students to understand their feedback and grades for online discussions? Here are the results:

- 60% Effective
- 40% Ineffective

Now that students are using Harmonize, how effective is this tool for students to understand their feedback and grades for online discussions?

5 responses

- Very effective - Students frequently access meaningful feedback and grades easily to enhance their learning.
- Effective - Students frequently access meaningful feedback and grades.
- Somewhat effective - Students sometimes access feedback and grades, but may struggle with how to i…
- Ineffective - Students do not consistently access feedback and grades and stru…

40%

60%

Above Chart Showing Effectiveness for Students to Understand Grading and Feedback

14. **Please provide any further detail or feedback about your rating of the grading of Harmonize discussions against the traditional discussion boards you've used previously.** Overall, it appears faculty have mixed feelings about the grading. Here are the individual results:

- I was unable to integrate harmonize with my grade book, although I recognize I didn't pursue it for very long. I tried to figure it out on my own and then just kind of switched course when it wasn't intuitive. I think a broader variety of reactions/emojis would make students more likely to interact with one another's content
- Some students do not understand the feedback
- Grading has stayed the same
- I haven't used the grading feature yet but see the benefits.
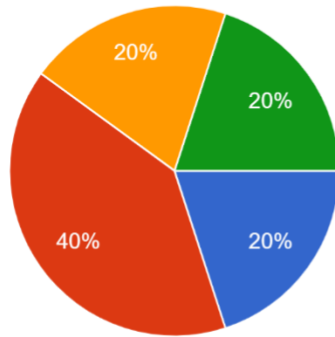
FUNCTIONALITY

15. **Now that YOU are using Harmonize, how effective is the functionality of this tool for online discussions?** Here are the results:

- Effective = 40%
- Very effective = 20%
- Somewhat effective = 20%
- Ineffective = 20%

Now that you are using Harmonize, how effective is the functionality of this tool for online discussions?

5 responses

● Very effective - I frequently use a variety of features unique to Harmonize to enhance my instruction.

● Effective - I frequently use a variety of features unique to Harmonize.

● Somewhat effective - I use the features unique to Harmonize inconsistently or frequently rely upon only a few select f…

● Ineffective - I do not use the features unique to Harmonize and instead use…

Above Pie Chart Showing Effectiveness of Functionality for Faculty

16. **Now that STUDENTS are using Harmonize, how effective is the functionality of this tool for online discussions?** Here are the results:

- Effective = 60%
- Very effective = 20%
- Somewhat effective = 20%

Now that students are using Harmonize, how effective is the functionality of this tool for online discussions?

5 responses
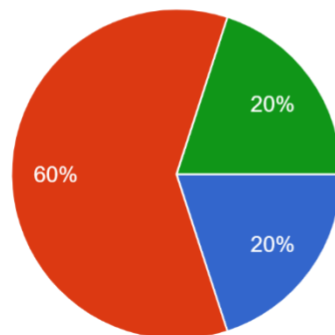
● Very effective - Students frequently use a variety of features unique to Harmonize to enhance their learning.

● Effective - Students frequently use a variety of features unique to Harmonize.

● Somewhat effective - Students use the features unique to Harmonize inconsistently or lack variety.

● Ineffective - Students do not use the features unique to Harmonize and inst…

17. Please provide any further detail or feedback about your rating of the functionality of Harmonize discussions against the traditional discussion boards you've used previously.

- Honestly, I haven't found it to be radically different from other discussion board platforms, in terms of the types of assignments I'm asking students to do. I do like that it requires less tech savvy to include multimedia content. I wish it had more built-in reactions and that it was easier to embed a gif.
- Students are learning how to use the various features.
- none
- Multimedia posts are simpler for students
- it worked well for the teams that needed to stay in touch with quarantined classmates.

OVERALL ASSESSMENT

18. How has Harmonize impacted your instructional practices?

- It hasn't changed my practices much. It has made things somewhat easier for students and somewhat more difficult for me in terms of grading assignments.
- The auto-grading saves me time
- no impact
- Online asynchronous projects are easier to facilitate
- It is a tool that will allow me to make my course better.

19. Will you use Harmonize again if provided an opportunity to do so? Why or why not?
   Overall, faculty will use Harmonize again. See below for individual responses:

- I will use harmonize again. The types of assignments I routinely ask students to do seem to be easy there because they require multimedia, and the layout is a bit snazzier than the traditional discussion board. But if a similar tool came along that was easier to integrate with the canvas grade book, had more built in reactions, and/or allowed multiple students to create a collaborative recording, there's no single standout feature of harmonize that I would particularly miss.
- Yes. I like the multi-media function. I also like the way it can engage students.
- No. It is not user-friendly and I found a better way for students to participate online.
- Yes - I have structured projects to work in Harmonize
- Yes, because I think with experience it will be a better tool for me and the students.

20. Would you recommend Harmonize discussions to your colleagues? Why or why not?
   Overall, faculty would recommend Harmonize to their colleagues. See below for individual responses:

- I would definitely recommend use of discussion boards in general, but unless I knew a colleague was planning on using discussion boards requiring audiovisual and multimedia content, I would be more likely to steer them toward a discussion board function that is already seamlessly integrated into their LMS. Juggling multiple platforms across their multiple classes can get overwhelming and the extra clicks to get to specific content on harmonize was a source of frustration for my students.
- Yes. Harmonize has many features that would enhance student engagement.
- No I wouldn't recommend for reasons stated in this form
- Yes - milestones are effective for student engagement
- Yes, as a means to enhance and improve your course!

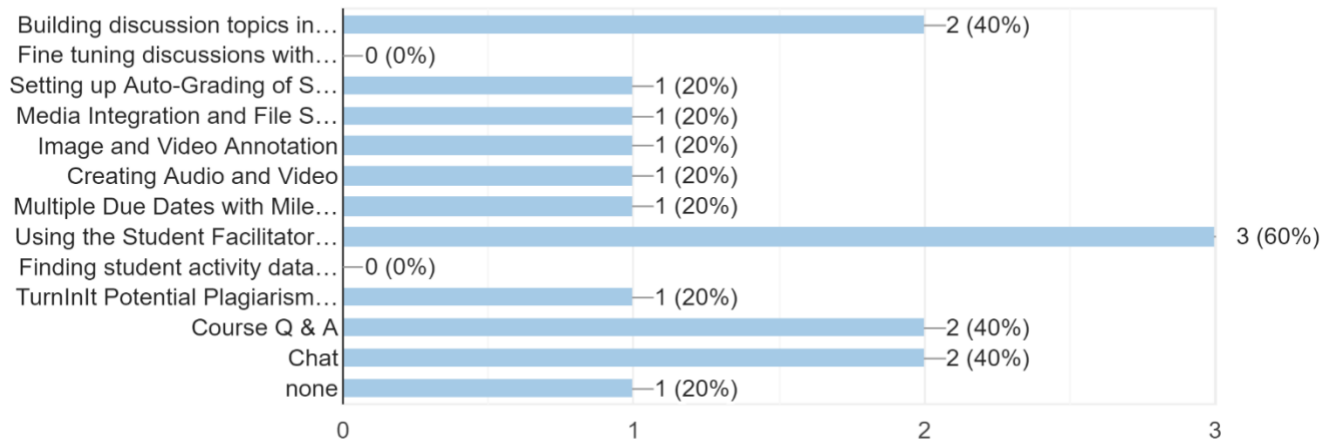**PROFESSIONAL DEVELOPMENT AND SUPPORT**

21. What features in Harmonize are you interested in learning more about (select any or all)?
Here are the results:

- Using the student facilitator role (60%)
- Building discussion topics in the Harmonize editor (40%)
- Course Q&A (40%)
- Chat (40%)

What features in Harmonize are you interested in learning more about (select any or all)?
5 responses

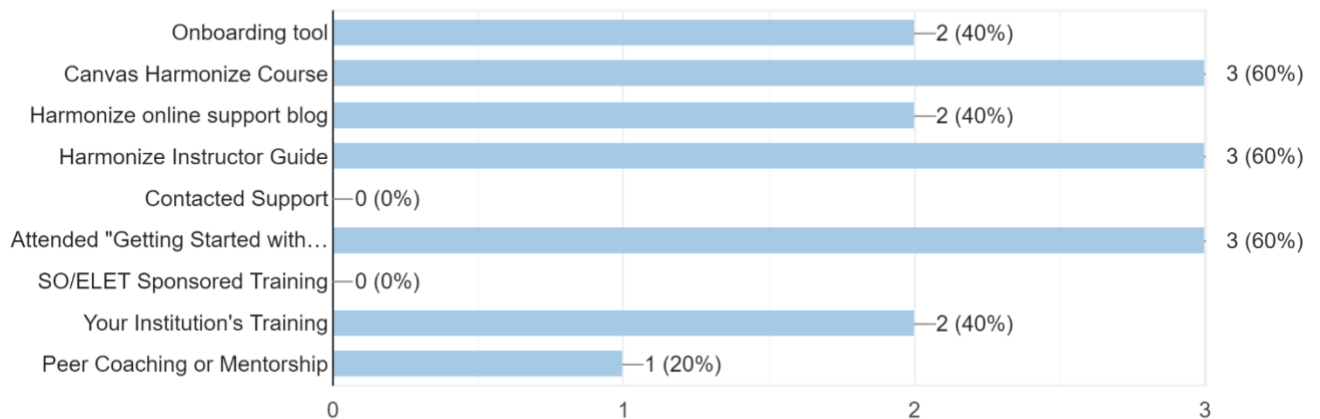| Feature	Responses
Building discussion topics in…	2 (40%)
Fine tuning discussions with…	0 (0%)
Setting up Auto-Grading of S…	1 (20%)
Media Integration and File S…	1 (20%)
Image and Video Annotation	1 (20%)
Creating Audio and Video	1 (20%)
Multiple Due Dates with Mile…	1 (20%)
Using the Student Facilitator…	3 (60%)
Finding student activity data…	0 (0%)
TurnInIt Potential Plagiarism…	1 (20%)
Course Q & A	2 (40%)
Chat	2 (40%)
none	1 (20%)

Above Chart Showing What Harmonize Features Faculty Want to Learn More About

22. What online resources have you utilized to help become familiar with Harmonize (select any or all)? Here are the results:

- Canvas Harmonize Course (60%)

- Harmonize Instructor Guide (60%)
- <mark>Attended "Getting Started with Harmonize" Webinar" (60%)</mark>
- Onboarding tool (40%)
- Harmonize online support blog (40%)
- Your Institution's Training (40%)
- Peer Coaching or Mentorship (20%)

What online resources have you utilized to help become familiar with Harmonize (select any or all)?
5 responses

Resource	Value
Onboarding tool	2 (40%)
Canvas Harmonize Course	3 (60%)
Harmonize online support blog	2 (40%)
Harmonize Instructor Guide	3 (60%)
Contacted Support	0 (0%)
Attended "Getting Started with…	3 (60%)
SO/ELET Sponsored Training	0 (0%)
Your Institution's Training	2 (40%)
Peer Coaching or Mentorship	1 (20%)

Above Chart Showing What Online Resources Faculty Utilized to Become Familiar with Harmonize

23. Are you interested in more opportunities to advocate for the use of Harmonize? If so, please leave your name and any ideas or opportunities you'd like to see offered.

- no
- No, I need to take advantage of what is already provided out there.

24. Please provide any additional information here that may not have been addressed in the above questions.

- I see this as a good addition to our training toolbox!

NOTE: Student satisfaction survey is underway currently and results not yet available.

Harmonize Pilot will continue through Summer 2022 at our VCCS institutions.