TCC Governance Committee Minutes
On-Line Learning

Date: October 19, 2018
Time: 10:30 AM - 12:00 PM
Location: 2610 Martin Building - Norfolk

Attendance
In attendance: Matthew Watts (Chair), Leah Hagedorn (N), Bill Conner (Secretary-P), Katie Robinson (VB), Julia Arnold (N), Marcee Andersen (Dean) (Webex), Michele Marits (VB), Bethany Wright (Librarian), Ané Pearman (CTLC, PAPC), John Morea (Ex-Officio), Iris Wang (DL), Jessica Morales (C) (Webex); Amy Bohrer (Guest); Sylvia Ross (Guest)

Absent
Forrest Crock (Vice Chair-C), Jeannie Hopkins – (P), (VB), Amanda Goldstein (ASA), Angela Holley (SS), Beth Callahan (PAPC), Kelly Gillerlain (PAPC)

I.   Call to order
Meeting was called to order by Matt Watts at 10:30 AM. A quorum was present.

II.   Agenda Items

A.   <u>Approval of Minutes</u> – The minutes of the September 2018 meeting were approved without exception. Ané Pearman made motion and Julia Arnold seconded.

B.   <u>Charges</u> – Matt Watts proposed the following charges. Although these charges were not approved by the committee, the committee did form subcommittees around them:

1)   <u>Canvas</u> – Produce a list of recommendations that will inform the college-wide implementation of Canvas.
2)   <u>Review</u> – Improve the design and delivery of online courses by updating TCC's Quality on-line standards and provide recommendations for a review process for online courses. (Subcommittee: Julia Arnold, Bill Conner, Michele Marits, and Amanda Goldstein)
3) <u>Duration</u> – Review online programs and classes and make recommendations for shorter durations when appropriate. (Subcommittee: Forest Crock, Ané Pearman, Katie Robinson, and Iris Wang)
4)   <u>List of Software</u> – Review the software on each campus and create a master, college-wide list of the college's software.

C. <u>Canvas Testimonials</u> – Amy Bohrer and Sylvia Ross provided testimonials that the Canvas conversion should be smooth. They are in the Canvas Pilot program
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D.   <u>Canvas Shells</u> – Iris Wang explained that those who requested course shells for their spring courses would the the shells during the weekend of October 20 and 21.

E.   <u>Canvas Training -</u> Canvas training will occur at TCC through the VCCS on Friday, October 26 at the Virginia Beach Joint Use Library. There are 2 sessions: one at 9 AM and another at 1 PM. The 9 AM session is full, but the 1pm session still is open. The training will occur in L201, L202, L206, and L209.

F.   <u>External Plagiarism Tool -</u> External Plagiarism Tool – Bill Conner made a motion and Ané Pearman seconded the motion that an external plagiarism tool be added to Canvas. Matt Watts is expected to communicate this to college leadership. Here is the text of the motion:

"As we transition from Blackboard to Canvas we note the absence of academic integrity/plagiarism detection software. We request that TCC immediately purchase a license for plagiarism detection software, preferably <Turnitin.com> software, to be available January 1, 2019."

G. A.   <u>LTI tools</u> - The following LTI tools are under review for combination with Canvas, according to Iris Wang: Webassign, Follett Discover, Respondus, Turnitin, McGraw-Hill, Wiley, Norton InQuizitive, Pearson (Revel), Panopto, Intellus Learning, Zoom, Cengage Mindtap, Hawkes Learning, Courseval, Smarthinking, RP Now, IOTA, Libguides, Evolve by Elsevier, MyMathLab, and MyLabsPlus.

III.   The meeting was adjourned at 12 PM. The next meeting will be at 11:30 AM on Friday, November 16 and will be a presentation from Curt Aasen and Kim Bovee.The next business meeting will be on Friday, November 30 at 10:30 AM. Both meetings will occur in the Martin Building, Room 2610.