IUPUI Faculty Council Technology Committee
September 10, 2013

Minutes

Members Present: Rachel Applegate (executive committee liaison), Tina Baich, James Clack, Barbara Friesth (chair), Andrew Gavrin, Barbara Gushrowski, Anastasia S. Morrone (administrative liaison), Fred Rees, Michelle Roberts, Kathryn Thedwall, LaQuia Walker, Theresa Walsh (meeting recorder), Ken Wendeln, Elizabeth Whipple

Members Absent: Mark Bannatyne, Brenda Burk, Ahmed Ghoneima, Elizabeth Lykins

Guests: Howard Mzumara, Director, Testing Center

Agenda:
1. Call to Order and Introductions
2. Review and Approval of the Agenda
3. Review and Approval of the April 9, 2013 Minutes
4. Update from Learning Technologies Steering Committee
5. Chair's Report
6. Testing Centers
7. FCTC Annual Report and Topic Review for 2013 - 2014
8. Preparation for October 8 Joint Meeting with Distance Education Committee and Office of Online Education
9. Action Items
10. Other Business
11. Adjournment

Materials: (on "FC Technology Cmte" Oncourse project site)
- 2012 – 2013 Learning Technologies Steering Committee Annual Report
- 2012 – 2013 Faculty Council Technology Committee Annual Report
- IUPUI Testing Centers, Video Proctoring Policy Statement
- IFC Distance Education Committee Report, September 4, 2013

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1. *Call to Order and Introductions.* The meeting was called to order at 9:03 a.m.
2. *Review and Approval of the Agenda.* The agenda was reviewed and approved.
3. *Review and Approval of the April 9, 2013 Minutes.* The April 9, 2013 minutes were reviewed and approved.
4. *Update from Learning Technologies Steering Committee.* Stacy Morrone distributed the Learning Technologies Steering Committee (LTSC) Annual Report for 2012 - 2013. The LTSC is providing advice on issues to consider in the learning management system (LMS) pilots. The LTSC meets again this week. With respect to the pilots, the Canvas evaluation report was just completed; this research report will be shared with the FCTC; it is also available on the Next.IU.edu site. Stacy Morrone invited the FCTC to review the findings in the Canvas Report. An extension of the Canvas pilot is going on this fall in a large enrolling course to evaluate how Canvas performs in large section courses. The evaluation reports on the remaining two pilots this fall (Desire2Learn and Blackboard) will be completed early Spring 2014. The Center for Evaluation & Education Policy (CEEP) is conducting the evaluations of the three LMS pilots. A technical review (the systems have to be able to work well in IU's infrastructure) and a functional review (how does it compare to Oncourse) will also be performed. It is not a given that Indiana University will change LMSs at the end of this process. A year ago, the intention was to pause development of Oncourse and to step back, and look at what the marketplace had to offer. The FCTC discussed Oncourse and one committee member asked UITS

to consider, as part of the Next.IU.edu evaluation, what it would take to further develop Oncourse to meet the needs of IU.

5. *Chair's Report.* N/A

6. *Testing Centers.* Stacy Morrone provided a short history of the testing centers. The SL070 and BS3000 testing facilities are both multi-purpose labs that can be used for testing, and are open for all students as open labs when not in use for testing. Last year and again this year, schools will not have to pay for proctoring. The facility is opening up for schools that have expressed an interest, such as Nursing, Science, and Dentistry. A full-time testing center engineer has been hired by UITS and a full-time proctor supervisor has also been hired. The Testing Center has received one-year of campus funding to support the proctor supervisor. In addition to a full-time supervisor, the testing center has regular hourlies. Executive Vice Chancellor Nasser Paydar has formerly established the Classroom Testing Advisory Committee, chaired by Professor Peggy Stockdale. The committee will have working groups, one of which will work to establish recommendations for a sustainable funding model. Howard Mzumara will send a communication out soon about how the testing center works and that it is available. Howard Mzumara distributed the approved video proctoring policy statement (for inclusion in course syllabi). The committee suggested that the video proctoring policy statement also be added to the course policies that appear on the IUPUI Registrar's website, which are also accessible from within Oncourse. Howard Mzumara will follow up with the Registrar to request that this information be added to the course policies.

7. *Faculty Council Technology Committee (FCTC) Annual Report and Topic Review for 2013 – 2014.* The FCTC reviewed and approved the FCTC Annual Report for 2012 – 2013. Barbara Friesth will forward the annual report to the Faculty Council. One of the action items for 2013 – 2014 is to complete the summary of the student technology fee (STF) impact on units. Barbara Friesth proposed that a small group from the FCTC review and summarize the STF data and bring it back to the FCTC. Barbara Friesth, Stacy Morrone, Rachel Applegate, and Michele Roberts will provide a summary by the November FCTC meeting.

8. *Preparation for October 8 Joint Meeting with Distance Education Committee and Office of Online Education.* Barbara Friesth said that the FCTC, the Distance Education (DE) Committee, and leadership from the Office of Online Education will meet jointly on October 8 to discuss the different roles and how the FCTC and DE Committee will interface with IU Online. Fred Rees, chair of the DE Committee distributed the September 4, 2013 IFC Distance Education (DE) Committee Report. The FCTC discussed agenda items for the October 8 joint meeting: policy, liaison, faculty engagement, business implications (e.g. how to staff; quality assurance measures; how will faculty be engaged in what metrics and rubrics will be adopted). Fred Rees and Barbara Friesth will establish the agenda for the October 8 joint meeting.

9. *Action Items.* The action items listed on the Annual Report for 2013 – 2014 are:
   a. Review status of updates to FLAGS system (planned enhancements from Summer 2013)
   b. Review survey data from Schools regarding use of Endnote (an FCTC member heard that UITS is no longer supporting Endnote in 2014)
   c. Review survey data and funding mechanisms for proctoring of exams in the testing center
   d. Review status of end-user evaluation of Unicom services and deployment of clearly identified emergency phones (Barbara Friesth will contact Dennis Cromwell)
   e. Review updates to the RFS system
   f. Complete summary of STF impact on units
   g. Conduct joint meeting of Distance Education Committee with IU Online Office leadership

The FCTC discussed the following additional action items and topics for the new year:

- o Follow up on Oncourse; statistics and reporting features for administrators in Oncourse
- o Follow up on Next.IU.edu pilots
- o Communication: What does the new communication model related to technology look like in the future
- o Testing: How do we improve our testing (expansion of "c" Action Item for 13-14)
- o Technology Transition: Would like a steady approach to technology transition (rather than shutting off and starting new)
- o Campus, university, and statewide report on faculty usage of technology
- o Adoption rate of IUanyWare
- o Usage data

10. *Other Business*. N/A
11. *Adjournment*. The meeting adjourned at 11:06 a.m.

Action Items
- Review status of funding for new testing center (9/10/2013, Stacy Morrone; revisit status)
- Review status of updates to FLAGS (Fostering Learning, Achievement, and graduation Success) System (planned enhancements from Summer 2013)
- Review survey data from Schools regarding use of Endnote
- Review survey data and funding mechanisms for proctoring of exams in the testing center
- Review status of end-user evaluation of Unicom services and deployment of clearly identified emergency phones (Dennis Cromwell; Barbara Friesth; S)
- Review updates to the Research File System (RFS)
- Complete summary of student technology fee (STF) impact on units, (Barbara Friesth)
- Conduct joint meeting of Distance Education Committee with IU Online Office leadership

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Next Meeting: Tuesday, October 8, 2013, 9:00 a.m. – 11:00 a.m., UL 1116.

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Prepared by Theresa Walsh and Barbara Friesth.