AGENDA

1) Approval of August minutes – unanimously approved.

2) Ginny Sconiers - Tracking Completion of DE Modules in Cornerstone
   - Reported the completion and availability of the modules in Cornerstone; anyone can self-enroll; work continues on the automated feed for enrolling any faculty members needing this required training.
   - Cornerstone sends a report to the coordinator who tracks completion for a unit – looking forward to having it finished
   - Clarified the location of DE modules in Cornerstone and informed us that DE Modules training in Cornerstone does not issue a certificate of completion but a training transcript.
   - The group considered the timing of releasing this information to all faculty. The training is currently in Blackboard. It was suggested that ITCS add a link to Bb indicating that the training modules had been moved to Cornerstone to make the transition easier.

Action item: As soon as the info link regarding the training location is added to Bb, the ITCS will inform the group. We will make sure that an announcement and instructions are sent to all faculty.

3) Wendy Creasey – IRCC Update
   - Wireless Updates
     o An update on wireless and what happened on Sunday, Sept. 21. The first phase of network refresh was completed, that is we switched over the network equipment. Cheryl Godwin will discuss back to school wireless issues. Last year 7 instances of problems with equipment, updated controllers. Load still an issue and was not completely resolved on Sunday.
   - EDUROAM
     o Will be implemented within the next month. Other campus constituents will be able to come to ECU and connect quickly and so will ECU constituents at other campuses. EDUROAM is a secure way to connect to Internet. ECU, UNC, State, UNC-G in NC. Improves security and works on laptops, phones, tablets, etc.; uses certificate authority. Encrypted tunnel back to ECU-prevents man-in-the-middle
attacks; uses ECU credentials; once rolled out, same coverage as wireless network.

- Education & Technology Fee Update
  - The fee is 14th in the state. It has increased fee over 10 years; we are no longer 16th lowest in the state. Tentatively, requesting $20 increase this year. Creasey met with a student group Sept. 23 to discuss. The fee covers classroom techs, students, software, printing, infrastructure projects, peer-to-peer file sharing equipment, college requests, simulation manikins, and lots of other college technology.
    - During meeting with students, printing quotas were discussed. The plan on how to add money to accounts for printing was discussed. Students indicated they wanted money distributed several times a year, so all cannot be used at the start of the semester. Cost will be approximately 2¢ for black and white copies and 10¢ for color copies and Papercut software will be used.
    - Students also passed a resolution regarding restricting use of technology by students during class. They planned to meet with the Foundations Curriculum and Instructional Effectiveness Committee (George Bailey) to discuss this further. Discussion on the topic by group. Suggested that the students proposing the resolution meet with DELTC as well.
    - Students provided input that they do not want to add a 4 digit pin to their devices to access email. Students requested information on how the ECU network compares to other universities.
      - Mentioned that the global classroom is moving to Brewster.

- WordPress Changes
  - ECU has 7000 blogs currently and 50% are abandoned, meaning initial or first posts only without more activity. The abandoned blogs are taking up resources and can be a victim of spambots.
  - In the future, obtain a blog the user must fill out a form to create a blog. The login will be limited to official faculty, staff, and students. A new plug-in will allow owners to approve any comments to a blog.
  - On another note, in an instance when a website has large amounts of data over 2 years old, the owner will be contacted to see if they still need it.

- Classroom Refresh
  - Support over 500 (451) spaces with technology on campus, 110 spaces are mostly digital
  - Standard Room—desktop, laptop connection, air media, document camera, projectors and screens, control panel, cameras for lecture capture, and occupancy sensor
  - High Tech Option (requires special approval)
  - Class Capture Hardware (MediaSite)
  - Videoconferencing (Cisco C or SX series codecs)
  - Proposal for FY 2014-15, college requests 34 rooms, rooms by age and usage 37 rooms (31 in HSB), list was approved by Distributed IT group.
  - Need to know of rooms that are not being used because of technology limitations

- File Sharing
- Additional file blocking technology is being proposed. This would require a special request to unblock ports where file sharing technology was being used legitimately.

- General Updates
  - Adobe Audit—Drake, Creasey and Carraway working with Adobe. Adobe reported back the analysis of ECU data. We will be requesting proof of purchase from departments. The process will be managed by Materials Management.
  - Global classroom moving at the end of academic year. There are more video conferencing rooms are available.
  - Web regulation will be placed into interim status. All sites must be ADA compliant.
  - Updated online assessment FAQ for hosted solutions.
  - Plugins used by publishers and publisher contracts are being evaluated.
  - Sharepoint will be updated over the winter break.
  - Campus use of Windows 8 -- have yet to be fully supported
  - Former fixed-term faculty will continue to have access to their ECU email for 8 months after their departure from ECU.

- What with the code changes in Banner to inform students when a class is offered online (without their having to click on the CRN):
  - Still a difficult issue; Zach Loch has sent us back to Amy Bissette (who already spoke to the committee about this last semester).

**Action item:** Timm Hackett will have another conversation with Amy Bissette to see if any color-coding (for example) might be possible.

4) Committee – DELTC 2014-2015 Goals

[Carried over to this year]

- Continue to review feedback and monitor the use of the DE Training Modules

**Action Item:** Wendy Creasey will supply current feedback; to be discussed at the October meeting

- Develop a list of experts who can be consulted for assistance with pedagogy and technology relevant to online teaching

**Action Item:** Timm Hackett will ask Dorothy Muller about the process for becoming an online course peer reviewer and to what extent the mentorship agreement document vetted in DELTC last semester could yield names of experts willing to assist with online teaching issues

- The DELTC 2013-2014 report listed an item “Invite University Attorney to meeting to discuss disability support services”. Wendy Creasey explained that it was misinterpreted;
the group could not come up with a reason to pursue this item. Therefore, it was struck from business carried over/will not be considered.

5) New Business: Our Next Steps

- We will continue our efforts to find an easier, intuitive way for students to identify whether a class they want to register for is offered F2F or online. The first related action item is given under (3) above.
- The group will examine the issue of assessing student online course readiness. Wendy Creasey suggested we invite back Ginny Sconier (on Power Crew) to discuss. We can also review the tool prepared by the Psychology department – a survey assessing student emotional and cognitive readiness to manage a class online. A survey of sorts could be part of composition classes every student must take.

Action Item: Lida Cope will contact Austin Bunch to see if a tool like this could become part of freshman as well as transfer student orientation. As students would become aware of their strengths and weaknesses, we would provide resources to help them remedy their shortcomings if they’d wish to do so. That is, the idea is not to discourage students from taking online classes altogether but rather make the experience more effective for the student and less frustrating for the instructor.

Adjourned: 4:35 PM

Submitted,
Lida Cope
The DELTC Secretary