EAST CAROLINA UNIVERSITY FACULTY SENATE ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT

2018-2019 Academic Year

COMMITTEE: Distance Education and Learning Technology

Membership (include ex-officio members). Regular members: Guiseppe Getto, Heidi Bonner (Vice-Chair), Yolanda Holt, Kathleen Sitzman, Timm Hackett (Chair), Barbara Kellam, Peng Xiao, Guyla Evans, Kathy Lohr (Secretary). Ex-officio members: Steve Schmidt, Regis Gilman, Holly Wei, Diana Bond, Wendy Creasey, Elizabeth Hodge, Melay Efrem.

Meeting Dates (include members present). *and members who contributed to committee action, but were not at the meeting*

- August 29, 2018 (organizational meeting): Guiseppe Getto, Heidi Bonner, Kathleen Sitzman, Timm Hackett, Peng Xiao, Kathy Lohr, Diane Bond, Regis Gilman, Holly Wei, Steven Schmidt, Wendy Creasey, and Elizabeth Hodge. Guests: Jeff Popke and Lori Lee.
- September 26, 208: Barbara Kellam, Kathleen Sitzman, Heidi Bonner, Guiseppe Getto, Yolanda Holt, Dan Zuberbeir, Peng Xiao, Guyla Evans, Kathy Lohr, Timm Hackett, Diana Bond, Holly Wei, Wendy Creasey, Elizabeth Hodge. Guest: Tony Rowe, Director, Office of Export Controls and Customs.
- October 24, 2018 Barbara Kellam, Kathleen Sitzman, Guiseppe Getto, Yolanda Holt, Peng Xiao, Guyla Evans, Kathy Lohr, Timm Hackett, Diana Bond, Holly Wei, Wendy Creasey, Elizabeth Hodge, Regis Gilman, Melay Efrem. Guest: Beverly King, Director, Institutional Research
- November 28, 2019: Barbara Kellam, Kathleen Sitzman, Guiseppe Getto, Yolanda Holt, Peng Xiao, Guyla Evans, Heidi Bonner, Kathy Lohr, Diana Bond, Holly Wei, Wendy Creasey, Regis Gilman, Steve Schmidt, Timm Hackett
- January 22, 2019: Barbara Kellam, Kathleen Sitzman, Peng Xiao, Guyla Evans, Heidi Bonner, Kathy Lohr, Diana Bond, Holly Wei, Wendy Creasey, Jennifer Baysden, Steve Schmidt, Timm Hackett.
- February 27, 2019: Peng Xiao, Guyla Evans, Heidi Bonner, Yolanda Holt, Barbara Kellam, Kathleen Sitzman, Kathy Lohr, Diana Bond, Wendy Creasey, Regis Gilman, Steve Schmidt, Elizabeth Hodges, Melay Efrem, Timm Hackett
- March 27, 2018: Guyla Evans, Yolanda Holt, Kathleen Sitzman, Guiseppi Getto, Kathy Lohr, Holly Wei, Diana Bond, Wendy Creasey, Steve Schmidt, Elizabeth Hodges, Melay Efrem, Timm Hackett. Guest: Marianna Ibrahim (student)

Subcommittees established during the year (include progress and/or completion of work). Separate subcommittees were established to review the following documents:

1. Statement of Academic Integrity to the Provost
2. PRR
3. Peer Review Instrument

Accomplishments during the year. Please include recommendations made to any University agency other than the Faculty Senate.
1. Provided feedback on Academic Technologies DE Modules
2. Discussed with Tony Rowe the new export tool, which controls access to distance education courses by students from countries with comprehensive sanctions against them.

3. Discussed with Beverly King the Faculty 180 and the DE professional development requirements
4. Worked on Best Practices Statement of Online Academic Integrity for the Provost
5. Reviewed PRR
6. Reviewed the DE Peer Review Instrument
7. Several DELTC members also served on the ATAC, IRCC, and Instructional Technology Accessibility Committees
8. Consolidated DELTC documents and videoconferencing in MS Teams

Reports to the Faculty Senate (include dates and resolution numbers).
19-53 April 23, 2019
Recommendation that ECU adopt Canvas Learning Management System starting in Fall 2019 and that a timeline be developed to overlap with current Blackboard system and not extend archive access past Spring 2022. The Senate also endorsed the three additional recommendations for consideration, provided below:

1. To improve student communication and reduce confusion, we recommend that a syllabus be included within the course shell in all courses within the LMS, and that the syllabus be made available by the first day of class.
2. Research shows that consistent feedback is beneficial for learners. To that end, we recommend if grades are distributed in the course that the gradebook in the LMS be the one location a student visits to receive feedback on progress and performance.
3. To ensure everyone has the necessary base knowledge to be successful using Canvas, we recommend training be required prior to receiving access to the Canvas system. Training will be offered online, face to face, and individually.

Business carried over to next year (list in priority order).

1. Continue to work with ITCS and the Academic Technology Advisory Committee as ECU transitions to the Canvas LMS

Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).

1. Charge: Appropriate
2. Personnel: Committee personnel change via Faculty Senate
3. Attendance: Good
4. Responsibilities: Appropriate
5. Activities: Appropriate

Suggestion(s) to the Chair of the Faculty for improving the effectiveness of the committee. None Does the Committee's organizational meeting next year need to be earlier than the date set this year?

If yes, when do you prefer — August 28, 2019

Chair: Timm Hackett

Vice Chair: Heidi Bonner

Secretary: Kathy Lohr