

EAST CAROLINA UNIVERSITY FACULTY SENATE ACADEMIC AND APPELLATE

COMMITTEE ANNUAL REPORT

2020-2021 Academic Year

COMMITTEE: Distance Education and Learning Technology

Membership (including ex-officio members). Regular members: Peng Xiao, Guyla Evans, Kathy Lohr (Chair), Scott Walfield (Secretary), Will Banks, Kevin Fontana, Nancy Dias, Melinda Doty (Vice Chair), Jonathan Reid. Ex-Officio Members (with vote): Wendy Creasey, Regis Gilman, Robert Campbell, Steven Schmidt, Hector Molina, Amy Curtis, Timm Hackett, Adriana Cowell.

Meeting Dates (including members present or who contributed to committee action but were not at the meeting.

- August 26, 2020 (organizational meeting): Peng Xiao, Guyla Evans, Kathy Lohr, Scott Walfield, Will Banks, Kevin Fontana, Nancy Dias, Melinda Doty, Jonathan Reid, Wendy Creasey, Regis Gillman, Robert Campbell, Steven Schmidt, Amy Curtis, Timm Hackett, Adriana Cowell, Purificacion Martinez, Rachel Baker, Diana Bond, Kiane Coltraine, Jen-Luc Scemama.
- September 23, 2020: Kathy Lohr, Peng Xiao, Guyla Evans, Scott Walfield, Will Banks, Kevin Fontana, Nancy Dias, Melinda Doty, Jonathan Reid, Wendy Creasey, Regis Gilman, Robert Campbell, Steven Schmidt, Timm Hackett, Adriana Cowell, Rachel Baker.
- October 28, 2020: Kathy Lohr, Peng Xiao, Guyla Evans, Scott Walfield, Kevin Fontana, Nancy Dias, Melinda Doty, Jonathan Reid, Wendy Creasey, Regis Gilman, Robert Campbell, Steven Schmidt, Timm Hackett, Adriana Cowell, Rachel Baker.
- November 11, 2020: Kathy Lohr, Peng Xiao, Guyla Evans, Scott Walfield, Will Banks, Kevin Fontana, Melinda Doty, Wendy Creasey, Regis Gilman, Robert Campbell, Steven Schmidt, Hector Molina, Amy Curtis, Timm Hackett, Adriana Cowell, Rachel Baker.
- January 27, 2021: Kathy Lohr, Peng Xiao, Guyla Evans, Scott Walfield, Will Banks, Kevin Fontana, Nancy Dias, Melinda Doty, Jonathan Reid, Wendy Creasey, Regis Gilman, Robert Campbell, Steven Schmidt, Hector Molina, Amy Curtis, Timm Hackett, Adriana Cowell.
- February 24, 2021: Kathy Lohr, Peng Xiao, Guyla Evans, Scott Walfield, Will Banks, Kevin Fontana, Nancy Dias, Melinda Doty, Jonathan Reid, Wendy Creasey, Regis Gilman, Robert Campbell, Steven Schmidt, Amy Curtis, Timm Hackett, Adriana Cowell, Rachel Baker.
- March 24, 2021: Kathy Lohr, Peng Xiao, Guyla Evans, Scott Walfield, Will Banks, Kevin Fontana, Nancy Dias, Melinda Doty, Jonathan Reid, Wendy Creasey, Regis Gilman, Robert Campbell, Steven Schmidt, Amy Curtis, Timm Hackett, Adriana Cowell.
- April 28, 2021: Kathy Lohr, Peng Xiao, Guyla Evans, Scott Walfield, Will Banks, Kevin Fontana, Nancy Dias, Melinda Doty, Jonathan Reid, Wendy Creasey, Regis Gilman, Robert Campbell, Steven Schmidt, Hector Molina, Timm Hackett, Adriana Cowell, Rachel Baker.

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

- Subcommittee formed to review instructional continuity and contingency website. To continue in Fall of 2021.
- Subcommittee formed to review and suggest revisions to Part VI Section III of ECU Faculty Manual. To continue in Fall of 2021.

Accomplishments during the year. Include recommendations made to any University agency other than the Faculty Senate.

- Reviewed and vote passed on wording of faculty resource on student pronouns “Understanding Pronouns”
- Reviewed and voted to add “Canvas - Getting Started in 30 Minutes” to the DE modules
- Created and voted on infographic flyer on best practices for online teaching
- Created and voted to distribute Survey of Instructor Pivot to Online Teaching
- Composed and voted on memo to faculty on proctoring fees and use of ECU vetted proctoring systems
- Reviewed and voted on Student Readiness under Online Student weblink
- DELTC members served on Administrative Committee on Copyrights, Information Resources Coordinating Council, Information Technology Accessibility Committee, Digital Learning and Emerging Technology Advisory Group, ITCS, Academic Technology Advisory Committee.
- DELTC members served on Electronic PAD committee and Bookstore committee

Reports to the Faculty Senate (dates and resolution numbers)

- 20-80 December 1, 2020 Revisions to the Distance Education and Learning Technology Committee charge.
- 20-81 December 1, 2020 Recommendation of one learning management system (LMS).
- 20-82 December 1, 2020 Revisions to ECU Faculty Manual Part VI, Section I, Subsection V. Course Expectations and Requirements.
- 20-83 December 1, 2020 Revisions to update the Standard Operating Procedures for Access to Blackboard (FS Resolution #16-24) for Canvas.

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

1. Finalize syllabus language concerning proctoring fees, privacy, and retainment policies
2. Revise instructional continuity and contingency information to cover current instructional disruptions

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

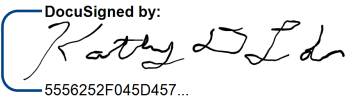
1. Charge: Appropriate
2. Personnel: Committee personnel change via Faculty Senate
3. Attendance: Good

- 4. Responsibilities: Appropriate
- 5. Activities: Appropriate

Suggestions(s) to the Chair of the Faculty for improving the effectiveness of the committee. None

Does the Committee's organization meeting next year need to be earlier than the date set this year?

Wednesday, August 25th

Signed: Chairperson: 
Vice Chair:

Secretary: