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**EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC COMMITTEE ANNUAL REPORT**

2021-2022 Academic Year

COMMITTEE: Distance Education & Learning Technology

Membership (include ex-officio members):

Regular members:

Scott Walfield, Secretary, Will Banks, Vice Chair, Patrick Rider†, Nancy Dias, Melinda Doty, Chair, Jonathan Reid, Kelly McGlooin, Imre Patyi, Marina Walker

Ex-officio Members (with vote)

Wendy Creasey*, Jennifer Baysden, Robert Campbell, Steven Schmidt, Wendy Creasey*, Timm Hackett, OPEN (Rep. of Faculty Senate), OPEN (Rep. of Student Body)

Ex-officio Members (without vote)

Eric Houston‡

†Patrick Rider was added as a regular member in November 2021.

‡Eric Houston replaced Hector Molina in January 2022.

*Wendy Creasey is serving in two ex-officio roles (Rep. Of Chancellor and Director of Digital Learning and Emerging Technology Initiatives).

Meeting Dates (include members present):

September 22, 2021

Regular members in attendance: Scott Walfield, Will Banks, Kevin Fontana, Nancy Dias, Melinda Doty, Jonathan Reid, Imre Patyi, Marina Walker

Ex-officio members in attendance: Wendy Creasey, Jennifer Baysden, Robert Campbell, Steven Schmidt, Timm Hackett, Hector Molina
Others: Rachel Baker

October 27, 2021

Regular members in attendance: Scott Walfield, Will Banks, Nancy Dias, Melinda Doty, Imre Patyi, Marina Walker

Ex-officio members in attendance: Wendy Creasey, Jennifer Baysden, Robert Campbell, Steven Schmidt, Timm Hackett
Others: Rachel Baker

November 17, 2021

Regular members in attendance: Scott Walfield, Will Banks, Melinda Doty, Jonathan Reid, Imre Patyi, Marina Walker, Patrick Rider

Ex-officio members in attendance: Wendy Creasey, Jennifer Baysden, Robert Campbell, Steven Schmidt, Timm Hackett, Hector Molina
Others: Rachel Baker

January 26, 2022

Regular members in attendance: Scott Walfield, Will Banks, Nancy Dias, Melinda Doty, Jonathan Reid, Imre Patyi, Marina Walker, Patrick Rider

Ex-officio members in attendance: Wendy Creasey, Jennifer Baysden, Robert Campbell, Steven Schmidt, Timm Hackett, Eric Houston
Others: Rachel Baker

February 23, 2022

Regular members in attendance: Scott Walfield, Will Banks, Nancy Dias, Melinda Doty, Jonathan Reid, Imre Patyi, Marina Walker, Patrick Rider

Ex-officio members in attendance: Wendy Creasey, Jennifer Baysden, Robert Campbell, Steven Schmidt, Timm Hackett, Eric Houston

Others: Rachel Baker

February 28, 2022

Regular members in attendance: Will Banks, Melinda Doty, Jonathan Reid, Imre Patyi, Patrick Rider

Ex-officio members in attendance: Wendy Creasey, Jennifer Baysden, Robert Campbell, Steven Schmidt, Timm Hackett, Eric Houston

Others: n/a

March 23, 2022

Regular members in attendance: Scott Walfield, Will Banks, Nancy Dias, Melinda Doty, Jonathan Reid, Imre Patyi, Marina Walker, Patrick Rider

Ex-officio members in attendance: Wendy Creasey, Jennifer Baysden, Robert Campbell, Steven Schmidt, Eric Houston

Others: Rachel Baker

April 27, 2022

Regular members in attendance: Scott Walfield, Will Banks, Nancy Dias, Melinda Doty, Jonathan Reid, Imre Patyi, Marina Walker, Patrick Rider

Ex-officio members in attendance: Wendy Creasey, Jennifer Baysden, Robert Campbell, Steven Schmidt, Eric Houston

Others: David Creech

Subcommittees established during the year (include progress and/or completion of work).

Computer Policy Review Subcommittee:

A single subcommittee was formed to review the following three policies: Academic Computer Policy, Computer Replacement / Retirement Program Policy, and Software and Data Collections Services Acquisition Review. Will Banks was nominated to Chair the subcommittee and accepted. Imre Patyi and Jonathan Reid served as members. Melinda Doty and Wendy Creasey served on the subcommittee in an advisory role. Zach Loch and Stephanie Coleman were invited to respond to the Academic Computer Use Policy and Computer Replacement / Retirement Program Policy documents at the February 28, 2022, meeting. There were no objections to the changes.

All three documents were approved by the subcommittee and were reviewed at the March 23, 2022 DELT meeting. A vote to submit the finalized Academic Computer Use Policy was approved and sent to the Faculty Governance for review. Faculty Governance provided revisions to DELT advice for the Academic Computer Policy. Votes on Computer Replacement / Retirement Program and Software and Data Collection Services Acquisition Policy were approved by DELT and sent to Faculty Senate as Formal Faculty Advice. All three policies were presented to Faculty Senate on April 26, 2022 and were approved.

A Student Survey Subcommittee was formed. Jonathan Reid was nominated to Chair the subcommittee. Jennifer Baysden, Melinda Doty, Patrick Rider, and Scott Walfield served as members. Wendy Creasey served on the subcommittee in an advisory role. The subcommittee made some progress on the creation of

a survey which will be completed in the fall 2022. The lack of a student representative inhibited progress. A student will be added to the committee in the fall.

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

Faculty volunteered and were assigned to serve in various roles for related DELT Committees as follows:

1. Imre Patyi was appointed to serve as a member of the Administrative Committee on Copyrights.
2. Jonathan Reid and Scott Walfield were appointed to serve as members of the Information Resources Coordinating Council.
3. Marina Walker was appointed to serve as a member of the Information Technology Accessibility Committee.
4. Melinda Doty was appointed to serve as a member of the Digital Learning and Emerging Technology Advisory Group.
5. Timm Hackett was appointed to serve as a member of the CIO Search Committee.
6. Scott Walfield and Marina Walker were appointed to serve as members of the Proctoring Steering Committee.

A recommendation was made to the General Education and Instructional Effectiveness Committee regarding the peer review instrument following the October 27, 2021, meeting.

A recommendation was made to Faculty Governance regarding the Academic Computer Use Policy following the March 23, 2022, meeting.

Reports to the Faculty Senate (include dates and resolution numbers).

October 5, 2021 * Report on findings from the Distance Education and Online Instructional Support Feedback and Needs survey; distributed to faculty in Spring 2021. The report was presented for information only.

November 2, 2021 * Proposed revisions to the Standard Operating Procedures for Access to Curricular Courses in Canvas were approved as presented - (Resolution #21-62)

April 26, 2022 * Formal faculty advice on Academic Computer Use, Software and Data Collection Services Acquisition Interim Regulation and the Computer Replacement/Retirement Program was presented and passed. Addition of content to DE modules addressing copyright issues was presented for information only.

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

1. **Proctoring Steering Committee**- charge is to determine proctoring options for fall (to be conducted during summer; Scott Walfield and Marina Walker, DELT representatives)
2. **Instructional Continuity Website** – DELT will need to review and revise the website
3. **Admin by Request** (David Creech) – faculty needed for future pilot of service
4. **Student Survey Subcommittee** - survey for students to be administered during fall 2022
Things to include: determine the students' expectations, impressions, and responsibilities across a number of domains. It was also noted that with the push to expand distance education, there are concerns over equitable Internet access, particularly those in the rural part of the state. Jonathan Reid appointed chair, Patrick Rider, Wendy Creasey, Scott Walfield, and Jennifer Baysden will serve as members and Melinda Doty as an advisor. Subcommittee members can be updated in fall 2022. Recommendation to review prior surveys. Must have student representation on this subcommittee.

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

- A. Charge: Appropriate
- B. Personnel: The following hindered the committee's work: Kevin Fontana attended only September 2021. Lack of representation from both Student Government Association and Faculty Senate.
- C. Attendance: Appropriate for regular attending members
- D. Responsibilities: Lack of student representative hindered the ability to ensure students are met (I.E student survey)
- E. Activities: Appropriate

Suggestion(s) to the Chair of the Faculty for improving the effectiveness of the committee.

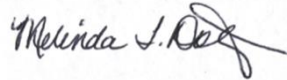
Strong encouragement of Student Body representation – lack of representation inhibited certain business from moving forward.

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

If yes, when do you prefer:

Meeting within first two weeks of semester to finalize proctoring process from summer 2022

Signed: Chairperson:



Vice Chair:

Secretary:

Please forward the completed, approved annual report to the Faculty Senate office via email (faculty senate@ecu.edu) no later than May 15, 2022.