<center>**Minutes**</center>

Committee: Distance Education and Learning Technology Committee (DELTC)

Meeting date/time/location: March 23, 2022, 4:00 p.m., Microsoft Teams

Person Presiding: Melinda Doty, Elected Chair

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

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

Others: Rachel Baker

Actions of Meeting:

1. Meeting was called to order by Melinda Doty, Elected Chair.
2. Motion to accept 2/23 minutes, seconded, and approved.
3. Motion to accept 2/28 minutes, seconded, and approved.
4. Old business:
   a. Copyright adjustments to the distance education slides have been submitted to ITCS for addition to the Canvas modules. There is no timeline when they will be added.
   b. LTI integration suggestions were sent over to ITCS; Eric Houston noted they are still examining it and feedback will be provided at the April meeting.
   c. The three computer policies were discussed:
      i. The Academic Computer Use Policy response was reviewed. Zach Loch agreed with all of the suggestions, added in text in 4.9.1, and removed 4.9.4 and 4.9.10 as suggested by the committee. There were no objections to the changes. The vote to submit the finalized documents to be sent to Faculty Governance passed.
      ii. The Computer Replacement/Retirement Program response was reviewed. The vote to submit the finalized documents to be sent to Faculty Senate passed as Formal Faculty Advice.
      iii. The Software and Data Collection Services Acquisition Policy response was reviewed. The vote to submit the finalized documents passed to be sent to Faculty Senate passed as Formal Faculty Advice.
   d. An update will be provided at the April meeting concerning the student survey subcommittee.
5. New Business:
   a. Wendy Creasey provided an update concerning UNC Online and proctoring generally. With the sunsetting of UNC Online, ECU will not have access to Examity. Wendy met with a group of faculty met to discuss future plans concerning proctoring across the university; there was not much consensus due to different needs. As such, a steering committee led by Wendy would involve representatives from the various

colleges as well as DELT to look at proctoring, both online and in-person, and provide a recommendation to the Provost to be completed by July 1. Respondus Monitoring is the most rigorous tool currently available to ECU faculty. Several individuals in DELT expressed interest in participating.

    b. Wendy provided an update concerning the classroom registrar survey which allows the university to identify any issues raised by faculty (e.g., desk space, technology) and is distributed every two years. One significant issue raised was chalkboards versus whiteboards in classrooms. There was discussion as to whether ECU should standardize and go with whiteboards only moving forward. It was noted that rooms with certain attributes can be requested in 25Live. The vote to add the items to the survey passed.

    c. Wendy provided an update concerning the LTI. Two more applications came forth, SoundTrap and Wiley, and were approved for use as these tools do not require any support from ITCS.

6. Committee updates:

    a. Deputy CIO Search Committee: The final candidate is coming in on Monday and the group is meeting April 1 to discuss the three candidates. There may be a decision made by the next meeting.

7. Adjournment: With no further business, meeting was adjourned at 4:48 p.m.

Next meeting: April 27, 2022, 3:30 p.m., Microsoft Teams

Respectfully submitted,
Scott M. Walfield, Secretary