

Meeting Minutes

Date:	Apr 4, 2025
Time:	2:00 - 3:30pm
Location:	Zoom PMI 585.737.9694

James Chan (Chair) x Alisa Callahan (SoBT) x Regina Miller (SoE) x Leslie Bartley (SoAHSS) x Alessandro Cesarano (SoAHSS) x Sara Dustin (SoAHSS) x Jill Hummel (SoAHSS) x Kaitlyn Muchnok (SoAHSS) x Kaitlyn Muchnok (SoAHSS) x April Ring (SoAHSS) x Cheban Acharya (SoPAS) x Luminita Coman (SoPAS) x Iryna Labachova (SoPAS) x Iryna Labachova (SoPAS) x Doug Magomo (SoPAS) x Ivan Melendez (SoPAS) x Serhiy Pasishnyk (SoPAS) x Serhiy Pasishnyk (SoPAS) x Emily Porter (SoPAS) x Peggy Romeo (SoPAS) x Jessica Slisher (SoPAS) x Dmitry Yusin (SoPAS) x Jaime Zlatkin (SoPAS) x Jaime Zlatkin (SoPAS) x Jaime Zlatkin (SoPAS) x Jane Charles (Librarian) x Vict	Members	Present	Absent	Excused
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Laura Osgood (Admin) x Anna Haney-Withrow x	Roz Jester (Admin)			х
Anna Haney-Withrow x	Heather Olson (Admin)	х		
	Laura Osgood (Admin)	х		
Laura Shaw	Anna Haney-Withrow	х		
<u> </u>	Laura Shaw			

- 1. Call to Order
- 2. Minutes Adoption
 - a. Approval of 3/7/2024 Minutes
 - b. Jaime Zlatkin- Motion to approve
 - c. Peggy Romeo- 2nd the motion
 - i. Minutes were unanimously approved
- 3. Agenda Adoption
 - a. Approval of 4/4/2025 Agenda
 - b. April Ring Motion to approve
 - c. Alessandro Cesarano 2nd the motion
 - i. Agenda was unanimously approved
- 4. New Online Template Input/Feedback (Laura)
 - Laura requested volunteers for feedback on the next iteration of the online template
 - Seeking input on current template features (likes/dislikes, suggested improvements)
 - c. Planning to incorporate newer Design Plus features while keeping template easy to edit
 - d. Timeline: Working on it through summer and fall
 - e. Email Laura Osgood by the end of Spring semester
- 5. Remote Proctoring Services (Laura)
 - a. Feedback
 - i. Honorlock
 - 1. Honorlock Toolkit
 - 2. Other Possible Features
 - 3. Explore the Future of Innovation, Integrity, and AI in Education.
 - a. May 6th 8:30am 2pm hosted by Honorlock
 - b. Lee AA-177
 - c. Spots are limited
 - d. RSVP here
 - b. Contracts Need to make a decision by
 - c. Remote Proctoring Service available:
 - i. Honorlock Summer 2025, Fall 2025, Spring 2026
 - ii. Proctorio Summer 2025, Fall 2025, Spring 2026

- iii. ProctorU Summer 2025. Fall 2025
- 6. Class (Laura)
 - a. Contract
 - i. Ends April 2026
- 7. Program Design Certification (Laura)
 - a. FSW received the first QM Program Certification
 - i. First in Florida to get this designation
 - ii. AS in Criminal Justice Technology
 - iii. Brian O'Reilly (SoBT)
- 8. Summer Camp (Heather)
 - a. Create, Connect and Recharge
 - i. Thursdays 1-3 pm May 15 July 24, 2025 through Zoom
- 9. OSAB (Heather)
 - a. Pamphlet
 - i. One side how students can be successful in learning online
 - ii. Other side how faculty can support the success from the student prospective
- 10. FSW Online CoP (Heather)
 - a. April Community of Practice
 - b. FSW Online Community of Practice (Canvas)
 - c. FSW Online CoP Teams Channel
 - d. Online Teaching Excellence Coordinator
- 11. Educause Survey (Anna)
 - a. Tabled to 1st meeting in Fall
- 12. IIET Updates (Anna)
 - a. New Al CoP
 - b. Innovation and Learning Lab opens Fall 2025
- 13. Tech Champs (April)
 - a. Final Webinar Watch Party
 - i. Design Matters Live! Designing for a Sense of Belonging.
 - ii. Monday, April 7th at 1:30pm
- 14. New Business
 - a. Anything that the ATC would like to talk more about in the Fall
 - i. Revisit Al and academic integrity

1. Encourage committees/departments/schools to also talk about this.

15. Do outs

Who	What	When	Why

- 16. Adjourn
- 17. Peggy Romeo Motion to approve
- 18. Alessandro Cesarano 2nd the motion

Recorded by James Chan