Academic technology committee

Minutes

**Date**: 1-18-19

**Time**: 2-3

 **Approval of Minutes**

The minutes were read from the August meeting and approved.

# Proctorio

The results of the Proctorio surveys and focus groups were presented and a discussion of Proctorio took up most of the meeting time. The committee did make some recommendations that will be forwarded to the Provost.

The surveys showed that the majority of the students felt comfortable using the program because they preferred taking their exams at home. However, in the comments section of the survey, there were more negative comments expressed than positive comments. Some students admitted they were more anxious using Proctorio than going to campus to take the test with a live proctor.

Live focus groups were held with faculty who reported some issues: the support from Proctorio is weak, student requirements for viewing workspace are difficult to enforce, reviewing the videos is time consuming. Many felt that the scanning of the room was an issue, and in some courses, it is difficult or impossible to distinguish what the students are doing. The two main issues seemed to be student preparation and faculty time spent reviewing the videos. After discussing all of the positive and negative feedback, the committee came up with some recommendations:

* Require more student training in using Proctorio correctly. Suggestions included an online readiness course, a required orientation (live), and putting a module in the SLS courses dedicated to online readiness.
* Jason Dudley is checking into Live Scan which has a live proctor available at the beginning of a session to monitor students as they scan the room and get started on the test.
* Limit the size of online classes that are using Proctorio for testing to 15 students to reduce the amount of time faculty spend viewing videos.
* Consult with other colleges, such as UFS, who are using Proctorio to see how they are dealing with some of the issues our faculty are reporting.
* Open a testing room with limited hours to allow some students to take their tests on campus with a live proctor.
* Continue to monitor success rates and student evaluations of classes using Proctorio to see if eliminating face to face testing has affected student learning or retention.

Regardless of where the college goes with these recommendations, Proctorio is with us until another solution is found.

# OER Recommendations

Although this item was on the agenda, no time was left for discussion. The topic is tabled until February.

# OER Conference

An OER conference is being held in Orlando at the end of February. Interested faculty were encouraged to talk with their dean about funding to attend the conference.

# New Business

* Recap of Back to School night – September 9
* Parent Education Programs – Counselors
* Teacher Grants Application Process –
School Principal

# Committee Reports

* Membership
* Volunteers
* Newsletter
* Computer Support

# Announcements

Enter Announcements

# Next Meeting

Date | Time, Location

Motion to adjourn was made at 9:00 p.m. and was passed unanimously.