



Truckee Meadows Community College

Faculty Senate WebCollege Faculty Advisory Committee

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# MEETING MINUTES OCT. 13, 2023

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11-12 p.m. via Zoom

**Meeting called to order at:** 11:00 a.m.

**In attendance:** Frank Amankonah (Chair), Sameer Bhattarai, Lisa Buehler, Jencie Davies, Elyssia Fraga, Robin Griffin, Blisin Hestiyas, Dan Hooper, Beth Humphrey, John Hughes, Lars Jensen, Mingsung Jung, Sarah Krutz, Julie Kauffman, Jillian Kiefer, Brianne Lee, Nathan Lower, Rebecca McCleary, Nancy O'Neal, Alex Orejel-Oliva, Ted Owens, Rebecca Porter, Phil Smilanick, Rachel Wooley,

**Absent:** Azu Alfaro, Tom Cardoza, Paul Davis, Candace Garlock, James Kuzhippala (Proxy: Blisin Hestiyas), Craig Rodrigue

**Guests:** Amber Anaya, Julian Vu

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## Approval of September 15, 2023 Meeting Minutes

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Lisa Buehler moved and Blisin Hestiyas seconded to approve the September 15, 2023 WebCollege Faculty Advisory Committee Minutes. The minutes were approved with the correction by the committee.

At the suggestion of a committee member, the count of one abstention was removed and it was clearly noted where a motion was made during the committee's discussion of Canvas access.

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## Online Course Access

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John Hughes updated the committee on course access. The Planning Council has created a subcommittee to review access levels and turn the unwanted access off. The subcommittee's charge is to implement a procedure for access in an emergency situation. The committee discussed the fact that the motion made last Spring has been signed but the access has not been removed. It was also noted that a process and procedure must be in place prior to implementation. John will bring the WCFAC's concerns to the subcommittee.

The committee also discussed a possible motion to be crafted prior to the next WCFAC meeting for discussion and possible action.

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## Granting Instructors ability to reset, delete, and add another instructor update

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Motion: Lars Jensen moved and Phil Smilanick seconded to approve the revised motion: Access is granted to the instructor to

- reset their course to default content and settings, and
- add and remove an instructor to their course."\*

**\*In other words, make the "Teacher" role available to the instructor in the "Add People" section of Canvas.**

Original Motion from September: "To grant access to instructors to delete, reset, and add an instructor to their course."

The committee approved the motion.

## Pop-up ads on Canvas Homepage

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There have been multiple announcements and pop-up ads on Canvas and the committee discussed how to turn them off or remove them. The WebCollege can schedule the pop-ups to display at different times or each user can change the setting for frequency of Global Announcements and when they are displayed.

## WebCollege update (Sarah & Elyssia)

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The WebCollege is reviewing the data from their recent survey to faculty and will report back. A Distance Education Specialist is being hired. The WebCollege is also working on updates to the website and discussing changes and processes. Achieve training will be done for administrators next week with trainings for others beginning in November.

The WebCollege staff were also asked who gave account access to Department Chairs by committee members. The staff did not know and noted it is likely it is a role that has permissions that included the unwanted access. These roles are currently being reviewed by the Planning Council's subcommittee headed by Mark Maynard with Rick Bullis.

## Old Business

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None

## New Business

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None

**Meeting adjourned:** 12:00 p.m.

Next Meeting: November 3, 2023