



## Distance Education Committee (DEC)

### Meeting Minutes

Date: Tuesday, November 5th, 2024

Time: 11:00am-12:00pm

Location: AC 229 and [Zoom](#)

Present: Maria Coulson, Carl Freschl, Andy Haber, Joshua Kas-Osoka, Ingrid Kelly, Rachel Klein, Stacey Lince, Kathleen Smyth, Cari Torres

Guest: Patrick Ekoue-totou

Absent: Erik Dunmire (sabbatical), Jessica Park (family emergency), Cara Kreit (class conflict)

### Key Takeaways

- The committee recommends moving forward with piloting Respondus LockDown Browser and Monitor as potential replacements for Proctorio
- DE goals were outlined, focusing on areas like alternative course delivery modes, improving online orientation, and accessibility
- Updates were shared on CVC-OEI initiatives and upcoming changes to federal RSI requirements
- New Canvas tools like CidiLabs Design Plus toolbar and Khan Academy's AI tool, Kahnmigo were discussed

### Topics

#### Respondus LockDown Browser and Monitor Pilot

- Committee recommends piloting Respondus as potential Proctorio replacement

- Lockdown Browser costs \$4,045/year, Monitor is an additional \$4,950/year
- Integrates directly with Canvas, more user-friendly than Proctorio
- Free spring pilot offered, plan to open to interested faculty
- Will gather feedback by April 1st to decide on keeping Proctorio or switching

## DECO Update

- State is still working on RSI language
- Gauging necessary professional learning around RSI
- AI and student privacy are also upcoming topics
- Working on updates to the CVC-OEI rubric

## DE Goals Update

- 5 main goal areas outlined: alternative delivery modes, improving orientation/Module 0, accessibility/equity, data analysis, professional development
- Discussion on expanding data tracking beyond just retention/success to include student access and preferences
- Goals align with existing DE plan

## CVC-OEI and Federal RSI Updates

- Federal requirements for Regular Substantive Interaction (RSI) still being updated
- CVC-OEI focusing on AI topics in webinars, updating POCR process
- Emphasis on redesigning assessments and viewing academic integrity as opportunity, not burden

## New Canvas Tools

- CidiLabs Design Plus toolbar being piloted, with full migration by Dec 2025
  - Prep spring flex workshop on new Design Plus toolbar. Include migration steps from old to new.
- Khan Academy's Amigo AI tool available in Canvas beta for testing
- Discussion on carefully rolling out AI tools and getting Academic Senate approval

## Synchronous Online Courses

- A few departments piloting synchronous Zoom courses for spring

- Challenges with alignment to published modality and accommodating veterans
- Need to work out logistics/policy of instructor presence on campus

## Next Steps

- Kathleen will share info on AI webinars with department chairs
- Patrick and IT team to move forward with Respondus pilot setup
- Stacey to draft announcement for chairs about Respondus pilot
  - Interested faculty to sign up for pilot by December 1st
- Plan training/flex workshop on Respondus for December/January
- Continue refining DE goals and data collection methods
- Burton to reinstall KahnMigo AI in Canvas beta environment for testing

Adjourn: 12:03

Next Meeting: December 3<sup>rd</sup>, 2024