

Chairs Council

August 17, 2007

8:30 -- 10:00

Mecosta Room, Rankin Center

Review Draft Policy for Web-based Courses
Review Draft Turnitin.com Policy
Items from Group
Announcements

Chairs Council Meeting 17 August 2007

Agenda

Review Draft Policy for Web-based Courses
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**I. Opened floor to discussion of DRAFT of Web-based Courses Policy distributed prior to meeting. Faculty will have 07 fall, 08 spring and 08 summer for training and conversion of current courses to the FerrisConnect course management system.
(C) Concerns raised and (S) Suggestions/proposed solutions follow.**

C: Dates in policy causing confusion. Proposal for January 1, 2008 effective date for policy but fall 2008 date for full transition to FerrisConnect.

S: Suggested making dates in policy coincide to avoid confusion.

C: Faculty concerned over time needed to transition their current WebCT or alternate delivery method courses to FerrisConnect.

S: While systems look different files load the same in both with many additional options available in FerrisConnect.

C: August 24, 2007 due date to submit forms for 07F blended courses unreasonable.

S: Use consistent adoption date throughout policy.

C: Will exceptions be allowed in cases of last minute hiring, courses added to schedule, etc. and if so who will have authority to OK.

S: Add languages to policy to address this concern.

C: Student concerns raised over faculty using methods to teach on-line courses other than WebCT or similar.

S: WebCT is secure as is FerrisConnect – another reason to endorse change.

C: The term “blended” now being used when mixed delivery has become accepted as the description for a combination of face to face and internet courses.

S: Recommend changing policy to use the term “mixed delivery”

C: Confusion over the 1st sentence of 2nd paragraph on pg. 3 “No course with the Internet designation will be listed in the Ferris course schedule unless a corollary course as been established and is utilized within the University’s learning management system.

S: Simplification of language requested.

C: Question raised as to how various colleges/departments handle faculty requests to teach on-line delivery for the first time.

S: Many areas require Dept. Head/Chair and Dean approval. Some take to the college's curriculum committee. Full UCC approval is not required since courses already have UCC approval.

C: Reference made on pg. 6 as to who to contact for assistance and email address to send forms not clear.

S: Specific contacts, phone numbers, email addresses needed.

C: Bottom of pg. 2 reference to fully online courses raised questions of whether an internet course with face to face exam is to be considered fully on-line?

S: Clarification with Records Office

II. Discussion of DRAFT of Turnitin.com Policy

Brief overview given. Turnitin group involved in litigation regarding violation of student privacy rights under FERPA guidelines. Copyright issues raised. Ferris's license to use Turnitin expires the end of December 2007 and may not be renewed. **Question raised as to need for this policy if Ferris is not renewing license.** Many faculty have syllabi finalized and copies made for fall semester so including mandated verbiage unrealistic at this point. Chairs Council members encouraged to send comments regarding wording of policy to Reinhold since VPAA Office would like to adopt policy before faculty return. Those who use Turnitin cautioned to submit papers with student identification altered to protect student privacy, inform students of rights.

III. Announcements

Information on the *Fall Faculty Learning Forum* with guest speaker Dr. Marilee Bresciani was shared. Those in attendance encouraged to pick up poster and pamphlets regarding this event to be held on Thursday, September 27, 2007. Lunch served and workshop on assessment follows keynote speech. Faculty encouraged to attend. RSVP required.

IV. Future Meetings

There are several policies in DRAFT form that can be brought to future sessions.

Requested information on the MyFSU portal upgrade.

Focus Reports and availability of data of concern. Perhaps someone from the Registrar's office could attend the next meeting for clarification.

Admissions officer/Recruiter could be invited to future meeting.