

Online Committee Minutes

04-28-2023, 3:00 p.m.

Present: Meadows, Gum, Clements, Kumpiene, Queen, Sarver, Minton, Bonds, Matory, Regalado, Stickleman

Absent: McMunn

- The Committee reviewed the Proctoring Policy draft created by Mark, Kandas, Brooke, and Robert.
- Robert asked if it was possible to add a note to courses that require live proctoring. Chelsea mentioned that for GSU 100, notes are added on the course schedule, so it should be an easy add.
- Mari brought up the Committee Bylaws and made edits requested by ULC.
- The new template being used for bylaws brought up some questions.
 - “Online Committee” was not used consistently throughout the document.
 - Student membership needs to be redefined.
 - Proxies for voting. The Committee voted that there would be no proxy voting for this Committee.
 - Duties of the Committee included (1) course reviews and (2) peer reviews. These have been removed, as the Committee does not currently do these. Department chairpersons review courses now, as mentioned by Mari.
- Mark motioned to accept the changes to the bylaws. Robert seconded this motion. The present members voted to pass the motion regarding amending the bylaws.
- Robin will work on offering a training on the new Brightspace course template for any faculty that may need it. She will record a video and provide it to all faculty for review.

Meeting adjourned: 3:50 p.m.