

**UF College of Education  
FPC Technology and Distance Education Committee**

**March 13, 2017**

**Minutes**

**In Attendance:** Jason Arnold, Susan Butler, Domenic Durante, Alice Kaye Emery, Linda Eldridge, Cynthia Griffin, Justin Ortagus

**Approval of Minutes:** The February 13, 2017 minutes were approved. Cyndy Griffin moved to approve and Jason Arnold seconded.

Documents from meetings including agendas and minutes can be found in the dropbox. Please contact Justin if you have access issues

**AREAS of DISCUSSION**

**Quality Matters Standards:** The committee previously agreed to use an abbreviated and condensed form of the Quality Matters standards for review of online courses. Domenic provided a condensed version for the committee to review. The document, which can be found in the dropbox, provides the selected priority objectives from Quality Matters, notes from previous review, and thirteen suggested revised objectives. Points of discussion included keeping the language “promotes active learning” from objective 5.2 by embedding it into objective 4.2. Domenic will use committee feedback to finalize the document and will present it for final approval at the next meeting.

**Peer Review of Online Courses:** The committee members brainstormed components of the peer review process. Discussion centered around the following potential purposes for peer review:

1. Tenure and Promotion: Peer review of online courses could support faculty going through this process.
2. Course Revision with Financial Incentive: Committee members were unsure of the scope of this type of review and had questions related to the amount of the financial incentive that would be provided. Points of discussion included:
  - A lack of financial incentive for the review/revision of face-to-face courses
  - The need (or lack of) for financially incentivizing course revision
  - Concerns related to dispersing funds, the source of funds, and criteria for awarding
  - Time available to develop a proposal for FPC for a summer trial of an incentive program
3. Financial Award or Blue Ribbon Course Designation: The committee discussed providing a financial award or designation for high quality courses rather than offering a financial incentive for revision (summer trial).

- Faculty would submit an online course for the award via a website that also allows for self-assessment.
- There would be a rigorous peer review process with clear guidelines and criteria.
- The review process would use information gained from an ETC reviewer, peer reviewers, and students.
- The source of funding for the award is not clear but could be discussed with Tom Dana and Dean Good.
- FPC needs to be aware of the award but probably does not need to approve it.

**Guidelines for Adjuncts:** The topic of guidelines for adjuncts seeking to change online course content was put on hold and will be discussed at a later meeting.

**Research Computing Infrastructure:** Erik Deumens will present to faculty on March 22 at 1:00 PM. Erik will discuss available software and services, and faculty will be able to ask questions. Watch for further information.

**Plagiarism Software:** VeriCite plagiarism software is currently being piloted at UF. The pilot will be completed March 17, and at that time recommendations will be made regarding its use. Jason provided an update related to VeriCite based on testing that he has performed. VeriCite provides top matches, color coding, and give a percentage match score. Papers are compared to those submitted at UF and additional universities that make up a membership consortium. Jason feels VeriCite provides most of what Turnitin provided. It has a different interface that works with Canvas but will likely require faculty training. Jason will continue to test VeriCite using different types of work samples and will provide additional information at the next meeting including the IHEs involved in the consortium, examples, and an FAQ document.

#### **ACTION ITEMS:**

- Domenic will use committee feedback to finalize the Quality Matters document and will present it for final approval at the next meeting.
- Domenic will review the criteria for the *Online Education Excellence Award* to determine if a simplified version can be used.
- At the next meeting, Jason will present a draft of a webpage for faculty to self-assess and submit their request for online course review.
- Jason will continue to test VeriCite using different types of work samples and will provide additional information at the next meeting.

**Next meeting: April 10, 2017 at 11:00 a.m. in 1411 Norman**