Faculty Development
Learning Excellence Team Meeting
Minutes

Co-leaders:	Renee Tonioni, Dean for Distance Learning and Instructional Technology, Maya Tolappa, CTLT Faculty Liaison & IS Instructor
Facilitator:	Christine Meyer
Attendees:	Amy Del Medico, Sandra Boyd, Ellen Kelly Field, Lynn Krantz, Cliff Luxion, Janet Gaff, Adam Burke, Jim Armitage, Amy Godfrey, Sowjanya Dharmasankar, Jane Regnier, Dan Ward Genie Breckenridge

Minutes

Agenda item:	Lunch, Introductions and Update Distribute minutes from last meeting	**Presenter:**	Maya Tolappa
Discussion:	Meeting agenda		

Agenda item:	Revisit issues of Plagiarism • Discuss past team research and recommendations • Review the Plagiarism links created by team • Determine action to be taken	**Presenter:**	Renee Tonioni
Discussion:	Discuss plagiarism conversation that took place a couple of years ago, and revisit the topic area.		

Renee reviewed past conversations about plagiarism, and pointed out plagiarism related links in the CTLT website. Renee also solicited feedback on steps that the CTLT should take in order to restart conversations on plagiarism.

Some of the issues discussed were:

- The instructor must make an effort to determine if plagiarism was intentional or unintentional.
- Janet Gaff talked about a movie on plagiarism that was presented at a StarLink session. She used it in class and students enjoyed it and found it informative.
- Maya indicated that she would like to know what other instructors do when they encounter plagiarism in their classes.
- Amy Godfrey suggested methods to prevent "serial" plagiarizers who plagiarize in multiple classes. She felt that such students should be reported to Melinda James.
- Janet Gaff felt that if the student was found to have purchased a paper, the student should be referred to Student Conduct Board. Otherwise, teachers should handle it by themselves.
- Jane Regnier suggested using multiple smaller assignments, rather than one large assignment.
- It was suggested that students be required to turn in drafts of their work and that drafts are part of the grading scheme.
- Jim Armitage indicated that more should be done to prevent plagiarism rather than trying to handle it after the event. He suggested that a "Technology" session on plagiarism would be interesting and informative to students.
- Adam Burke suggested talking to other colleges to see how they were handling the issue.
- Discussion on using tools such as TurnItIn.com led to a consensus that using such a tool may take away a student's ownership of their work.
- Jane Regnier indicated that the attitude of if-you-don't-get-caught-and-everyone-is-doing-it seems to be prevalent among the student population, and teachers need to educate their students on what plagiarism is and what it is not.
- Cliff Luxion indicated that the increased emphasis on group work, collaborative and team work makes it harder to identify plagiarism. When does it cease to become group work and when does it become plagiarism?
- Cliff agreed to talk to colleagues at COD to see if they are using software applications to prevent plagiarism.

Conclusions:	Renee indicated that she will be putting together a committee on plagiarism.

Agenda item:	Faculty Orientation	**Presenter:**	Maya Tolappa

- Review new concurrent session format
- Review topic choices
- Make recommendations for next faculty orientation

Discussion: Maya reviewed the format of having multiple concurrent sessions at orientation and asked for feedback. She also provided a list with dates and times that the concurrent sessions were held at the CTLT in Fall 2008.

- The new concurrent format was well liked and everyone indicated that they would like to see this format at future orientations.
- Suggestions for sessions for Spring 2009 orientation were:
   - o Access Center and the role of faculty in accommodating students with disabilities
   - o Multiple learning styles
   - o Handling Students on Probation

Conclusions: These ideas will be incorporated when planning Spring 2009 Orientation.

Agenda item:	Project Update	**Presenter:**	Renee Tonioni, Jane Regnier
			Amy Del Medico, Christine Meyer

- Tegrity
- mywcc
- CTLT special events

Discussion: **Tegrity**

- Tegrity is a system that captures digital information such as audio, video and Elmo data.
- It can be used as a review tool, and is not a replacement for a live lecture
- It will be piloted in Fall 2008 in Cliff Luxion's class, which also has podcasts that can be integrated into Tegrity

mywcc

Amy Del Medico presented an update to mywcc.

- IT dropped the Luminus product and wrote the portal application inhouse
- The new version of myWcc does not contain the CourseStudio tool. Instead, it has will use Clarline, an open source course management tool.
- A mini-rollout of the product is planned in Fall 2008 with 2nd 8-week classes with full-time faculty. Training for faculty in the pilot-rollout will be during week 7 of the semester.
- mywcc will be rolled out for all classes in Spring 2009
- In Spring 2009, Sean Henson will train adjunct faculty on mywcc and Amy Del Medico will train full-time faculty.

CTLT Special Events

Christine Meyer talked about some of the sessions for Fall 2008

Conclusions: Session will be held at the CTLT on Tegrity and mywcc.

Other Information

Special notes: Our next meeting is scheduled for Friday, December 12, 2008 at 12:30pm.