



Online Education Committee

MINUTES

FEBRUARY 15, 2019 10:00 AM

IT CONFERENCE ROOM

MEETING CALLED BY	Coleen Arviso, Chair
PRESENT:	Coleen Arviso, Natalie Becenti, April Chischilly, Jerlynn Henry, Richelle Henderson, Christine Reidhead

Agenda Topics

1. ACTION APPROVAL OF MINUTES NOVEMBER 16, 2018

The Online Education Committee accepts the 11/16/18 Minutes as written:

Moved: Professor Reidhead

Seconded: Richelle Henderson

Voice Vote: All in Favor

Motion Carried: Yes

2. ACTION APPROVAL OF AGENDA February 15, 2019

The Online Education Committee accepts the 2/15/19 Agenda as written.

Moved: Richelle Henderson

Seconded: Professor Reidhead

Voice Vote: All in Favor

Motion Carried: Yes

3. DISCUSSION Online Proctoring Tool Selection

A subcommittee was formed to discuss addressing establishing and launching a fully online Proctoring tool. The following is the day, time and location of the three online Proctoring tools to help address online student verification and academic integrity meeting HLC distance education guidelines, 9. The institution assures the integrity of its online learning offering.

At our last meeting, the committee selected a sub-committee to review/demo the proctoring tools. The sub-committee include April, Christine, Natalie, and Coleen. However, if you any members were interested in participating, they could do so. The times are listed below.

1. Kryterion - <https://www.kryteriononline.com/>: Friday, March 8, 2019 at 9:00 am to 10:30 am in IT Conference Room
2. ProctorU - <https://www.proctoru.com> : Friday March 8th at 12:30 am to 1:15 pm in IT Conference Room
3. Proctorio - <https://proctorio.com/>: Friday March 8th at 1:30 am to 2:15 pm in IT Conference Room

9. The institution assures the integrity of its on-line learning offerings.1 Examples of evidence:

- a. The institution has in place effective procedures through which to ensure that the student who registers in a distance education course or program is the same student who participates in and completes the course or program and receives the academic credit. The institution makes clear in writing that these processes protect student privacy and notifies students at the time of registration or enrollment of any projected additional costs associated with the verification procedures. (Note: This is a federal requirement. All institutions that offer distance education programming must demonstrate compliance with this requirement.)
- b. The institution's policies on academic integrity include explicit references to on-line learning.
- c. Issues of academic integrity are discussed during the orientation for on-line students.
- d. Training for faculty members engaged in on-line learning includes consideration of issues of academic integrity, including ways to reduce cheating.

Source: http://download.hlcommission.org/C-RAC_Distance_Ed_Guidelines_7_31_2009.pdf.

4. DISCUSSION

MIS Online Program

A copy of the Master of Science Degree – Management Information Systems curriculum outline was shared with all committee members. Coleen shared the Graduate Curriculum committee reviewed and request a few changes and approved the program. Moving forward, the program now needs to go to the Faculty Congress for approval. Coleen send an email to Professor Whiting requesting to be placed on the next Faculty Congress agenda.

5. DISCUSSION

Update Support Resources and Tools

Coleen shared all the resources NTU has and can be found on the website at url <http://www.navajotech.edu/academics/e-learning>.

6. DISCUSSION

Spring 2018 Online Course Offerings

A copy was shared with the committee. Information can be found at url <http://www.navajotech.edu/academics/online-courses/>

Online Courses

Online (ONL)

Course offered fully online using Moodle or some type of learning management system or web presence to enhance the course.

Is online learning for you? Online Learning requires computer skills, communication skills, and to be a motivated self-starter. Complete the online readiness for online learning by filling out the following assessment to get a good idea of your readiness. [Take the E-Learning Self-Assessment Quiz](#)



Online Spring 2019 Courses (January 22, 2019 – May 16, 2019)

Note: Access and complete the 'Student Orientation to Moodle v3.3' at <http://moodle.navajotech.edu> to familiarize yourself with Moodle.

Online courses are for **all sites**. Online courses are taken from anywhere and anytime.

Course Number	Course Name	Time (Days / Week)	Location	Professor	Credits
ACG 210 ONL	Prin of Mgmt	Online	http://moodle.navajotech.edu	Reem Salhab	3
ACG 212 ONL	Intro to Financ	Online	http://moodle.navajotech.edu	Tomasina Grey	
BUS 302 ONL	HR Mangmt	Online	http://moodle.navajotech.edu	W. Major	3
DFT 212 ONL	Adv Arch Dftng	Online	http://moodle.navajotech.edu	Elisha Charley	3
DFT 220 ONL	CAD II	Online	http://moodle.navajotech.edu	Elisha Charley	3
DFT 250 ONL	Constr Mgmt/Est	Online	http://moodle.navajotech.edu	Elisha Charley	3
ECM 245 ONL	Professi	Online	http://moodle.navajotech.edu	Della Begay	2
ECM 316 ONL	Fam Lan & Cul	Online	http://moodle.navajotech.edu	Della Begay	3
ECN 111 ONL	Intro to Ecn	Online	http://moodle.navajotech.edu	Ma-Ethel Ramirez	3
EE 102 ONL	DC Circ & Syst	Online	http://moodle.navajotech.edu	Julian Boateng	
EE 370 ONL	Electrical Mach	Online	http://moodle.navajotech.edu	Bhargava Katrepalli	
EE 460 ONL	Elect. Pwr Plnt	Online	http://moodle.navajotech.edu	Julian Boateng	
EE 472 ONL	Pwr Ele & Pwr M	Online	http://moodle.navajotech.edu	Raghava Katrepalli	
ENG 110 ONL	English Comp	Online	http://moodle.navajotech.edu	Jennifer Wheeler	3
ENG 111 ONL	Compos Research	Online	http://moodle.navajotech.edu	Jennifer Wheeler	
GEOG 100 ONL	Wld Reg Geog	Online	http://moodle.navajotech.edu	Jason Post	3



GIT 105 ONL	Fund of Cart	Online	http://moodle.navajotech.edu	Jason Post	3
GIT 207 ONL	GIS Softw App	Online	http://moodle.navajotech.edu	Jason Post	3
HST 210 ONL	Am Hist to 1877	Online	http://moodle.navajotech.edu	Michael Swick	3
HST 211 ONL	Am Hist to 1877-Pr	Online	http://moodle.navajotech.edu	Michael Swick	3
HST 220 ONL	Hist of Am SW	Online	http://moodle.navajotech.edu	Michael Swick	3
HUM 305 ONL	Film History	Online	http://moodle.navajotech.edu	Hondo Louis	
IT 440B ONL	Adv Tech Sec	Online	http://moodle.navajotech.edu	Jason Arviso	
IT 485B ONL	Adv Tech Admin	Online	http://moodle.navajotech.edu	Jason Arviso	
MTH 098 ONL	Tech Math I	Online	http://moodle.navajotech.edu	Sushil Chaudhary	3
MTH 113 ONL	Tech Math II	Online	http://moodle.navajotech.edu	Sushil Chaudhary	3
MTH 118 ONL	Pre-Algebra	Online	http://moodle.navajotech.edu	Carlos Paez Paez	4
MTH 121 ONL	College Algebra	Online	http://moodle.navajotech.edu	Shasha Han	4
MTH 123 ONL	Trig	Online	http://moodle.navajotech.edu	Roberto Nacorda	
MTH 150 ONL	Pre-Cal	Online	http://moodle.navajotech.edu	Roberto Nacorda	
NAV 121 ONL	Internat. Leader	Online	http://moodle.navajotech.edu	Lupita Chicag	3
NAV 211 ONL	Nav Hist	Online	http://moodle.navajotech.edu	Lupita Chicag	3
NAV 443 ONL	Nav Mor & Ethic	Online	http://moodle.navajotech.edu	Henry Fowler	3
NAV 655 ONL	Nv Id Gen & PH	Online	http://moodle.navajotech.edu	Kelsey John	
NRS 103 ONL	Med Term	Online	http://moodle.navajotech.edu	Laura Blalock	3



PAD 101 ONL	Intro to PA	Online	http://moodle.navajotech.edu	April Chischilly	3
PAD 210 ONL	Pub Sect Mangmt	Online	http://moodle.navajotech.edu	Ma-Ethel Ramirez	3
PAD 225 ONL	Hum Beh in Org	Online	http://moodle.navajotech.edu	Ma-Ethel Ramirez	3
PSY 105 ONL	Intro to Psych	Online	http://moodle.navajotech.edu	Kellylynn Zuni	3
PSY 210 ONL	Dev Psych	Online	http://moodle.navajotech.edu	Dianna Mullet	3
SSC 100 ONL	Col Success Skil	Online	http://moodle.navajotech.edu	Coleen Arviso	3

7. DISCUSSION

Announcements/Other

None

8. ADJORN

10:46 AM

Next Meeting: Friday, March 29, 2019 @ 10:00 am in the IT Conference Room