

Teaching and Learning Committee Meeting Minutes

Date: Thursday, October 28th 2021

Time: 2:30-3:45 pm

Location: via Zoom

Attendees: Vidda Beache, Olu Bamiduro, Sonjurae Cross, Robin Hill, Karen Hammond, Suzannah Moran, Thomas Burge, Danny Webber

Absent: Jenna Lamblin

Guests: Salven DeMartino and Gustavo Barbosa (representing the Academic Testing Center [ATC])

Topics:

- Dean Beache discussed future meeting dates. Due to schedule constraints will have no further regularly-scheduled meeting during FA21 semester. Alternate meeting dates TBD (see below).
- Dean Beache introduced the new charge for committee: The charge being brought forward, is for our Teaching & Learning committee to initiate the search for a replacement product for Proctortrack.
- The committee was informed a previous ad-hoc committee deliberated for a year and a half over several proctoring options, before deciding on Proctortrack
- Dean Beache screen-shared a comparison chart of virtual proctoring software options
- Dean Beache clarified that the current contract term with Proctortrack ends on June 2022. The decision of whether to continue with Proctortrack or to select new service needs to be made 90 days before the end of contract.
- The floor was opened to committee members for discussion of experience with Proctortrack and other proctoring software. A number of members voiced negative experience with Proctortrack and other software platforms.
- It was suggested the committee consider including student representatives for committee activities related to reviewing software platforms.
- Sal and Gus from Testing Center joined the meeting and offered their opinions on software options.

Upcoming tasks:

- The committee agreed to review demos from: Examity, Honorlock, and Respondus. The ATC staff will contact companies to arrange for demonstrations and product testing.
- Demo meetings projected to take place within the next two months on Friday mornings. Further details will be shared later on.

Scheduled Meetings:

- Thursday, January 27th 2022
- Thursday, February 24th 2022
- Thursday, March 24th 2022
- Thursday, April 28th 2022
- Thursday, May 26th 2022