

September 11, 2007

Oliver Chen  
Lea Zoltowski  
Jane Howell

Mark Hardt  
Kathy Kelker  
Tasneem Khaleel | ex-officio

Jay Shaw | *excused*  
Barb Pedula | *excused*  
David Garloff | ex-officio  
Mary Susan Fishbaugh | ex-officio  
John Cech | ex-officio  
Stacy Klippenstein | ex-officio

Abbas Heiat | *excused*  
Gary Young | ex-officio  
Karen Heikel | ex-officio  
George White | ex-officio

Mark Hardt, Chairperson

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Mark Hardt called the meeting to order at 3:45 p.m. in the Bridger room of the SUB.

The minutes of March 20 and notes of May 1 were accepted as presented.

It was noted that a couple years ago the AFC agreed that we would develop software for assessment with the help of College eCompanion was selected to be used instead. The faculty involved in that decision were told the AFC was not working on software so initiative had to be taken. The eCompanion software is labor-intensive, exactly what the AFC was trying to avoid. The AFC should continue to develop software for assessment.

It was noted that there is an eCompanion shell set up for every course offered this semester, but its use is required only for Academic Foundations courses. If faculty are already teaching online, set-up is easy. It is *not* easy for non-online courses and faculty who have never worked with eCollege.

It was cited there are numerous technical problems with the eCompanion shells. Passwords are a big issue because faculty received their passwords, which cannot be changed, in an Ya Uj' h'Uhk Ugbch]a a YX]Uy'mfYw[ b]nU'Y'' =Hgj Yfmdcgg]V'Y'h Uha UbmZUW'ImXY'Yh'Y' Ya Uj' UjgdUa "' H\YfY'Uf'Ugc' ]gg Ygk ]h' Y7c''Y[ Yhg \Y'd ]bYz'UbX'h'Y'ZUW'Ime eCollege plans to make some changes to the software during this semester. Another problem is that part-time faculty do not have computers. How are they to enter their assessment data? Assessment and eCompanion were not discussed at the part-time faculty orientation in August.

It was stated that the students have not received their passwords either. At least half of the students this fall do not yet have their passwords.

It was agreed that the AFC should hold another meeting to train faculty in the matrix and other objectives. We should also have the faculty passwords re-sent from a known campus person, perhaps Michael Barber, Chief Information Officer. The Deans could also be reminded to get their faculty started using their passwords. It was noted that for part-time faculty, the password is emailed directly to that faculty member. Perhaps the part-time