University of Washington
Faculty Council on Educational Technology
Wednesday, October 3, 2007
36 Gerberding Hall

Chair Kaminsky called the meeting to order at 1:35 p.m.

Meeting Synopsis

1. Approve Agenda
2. Approve Minutes
3. Chair's Announcements
    a. Welcome new & continuing members & introductions
    b. Annual Report
4. Information:
    a. Plagiarism: alternative service
    b. Student file sharing and liabilities
5. Open Announcements
6. Discussion Topics:
    a. Research Technologies
    b. Webpages – Copyrights – Webcams
    c. New topics for 2007-2008
    d. Search for new Vice Chair
7. News from Catalyst, Libraries, etc.

1. **Agenda –Approved**

   • Efthimis Efthimiadis added as guest.

2. **June 7, 2007 Minutes – Approved**

3. **Chair's Announcements**

   • *Welcome members & introductions*

     o Kaminsky welcomes new members Masuda, and Efthimiadis. Efthimiadis will serve on the council, pending Senate Executive Committee approval. Kaminsky also welcomes back continuing members and guests.

     o Introductions are made, including affiliations and interests in FCET, and an overview of the goals and intention of FCET is presented.

   • *Annual Report*

     o Kaminsky distributes copies of the Annual Report (also available at http://www.washington.edu/faculty/committees/fcet/fcet_minutes/fcet_annrept0607.pdf) and gives a brief summary of the previous year's work, with attention to the history of FCET's involvement in the plagiarism topic, the detection tools researched, the committee's emphasis on prevention, and the package presented to the Faculty Senate.

     o Kaminsky also notes additional topics of concern during the previous year, including copyrights and webpages, and webcam policies and practices, and states that questions and requests for additional background and information on these topics will be addressed at the next meeting.

4. **Information**

   • *Plagiarism*

- o Kaminisky brings the new members up to date on the issue, noting progress made and some of the limitations currently faced, including:

  - The Attorney General's Office's concern with a software company profiting from student work (by storing their papers for the comparison to others).

  - Students must do comparison/testing of their own work; A professor may only ask for a verification report.

  - Plagiarism may still be possible of non-published works (i.e. similar assignments from previous courses).

  - International students may not understand the implications of plagiarism, as restating lectures or written works may be expected practices in their native culture.

  - Any potential financial burden to students. Lewis notes however, that Catalyst tools and site licensed software are free to students.

- o Current practices also vary between schools and colleges, as there are no campus wide policies or practices. Discussion arises regarding how best to inform incoming students of acceptable practices, and also encourage professors to embrace best practices and policies regarding proper citation. It is suggested that coordinating with professors of large lecture courses, and perhaps incorporating an assignment focused solely on citation practices may be helpful.

- o Lewis shares that Catalyst currently offers courses on Endnote.

  - Masuda recommends looking into EVE II (Essay Verification Engine), a software download that is installed locally on a computer. The program offers a free 15-day trial, and has a $29 licensing fee.

  - It is suggested that this might be a good addition to the line-up of Catalyst tools, which would also address the concern of storing student work in a non-UW database. It is also noted that it is necessary to provide faculty with these tools, along with recommendations of expectations and best practices, and encourage their usage.

- o Kaminsky will contact Gus Kravas, Special Assistant, Office of the Provost, and Ed Taylor, Vice Provost, Undergraduate Academic Affairs, for their input on the issue, and asks that any additional software programs and ideas be shared at the next meeting.

- *Student file sharing & liabilities*

- o Moy announces that there will be one or two software demos offered by a visiting company, which has put together an online program to test. She will invite the FCET members to attend the demo(s), and will also report on the content at the next meeting.

5. <u>Open Announcements</u> - **None**

6. <u>Discussions</u>

- *Research Technologies*

- o The topic was originally presented by Miller (previous member), with a call to collect ideas for "search" and "learning" technologies, which aid in self-education and/or information-gathering.

- o Moy also notes that ATAC will be soliciting proposals for learning and research technologies this year and prioritizing funding and resources for them.

- *Copyrights & Webcams*

- o Kaminsky will work on recommendations of best policies, processes and practices for both topics, and present them to FCET for review.

- *New Topics for 2007-2008*

  o Lewis reports on the implementation of technology to open collaborative Catalyst tools and technologies to other non-UW colleagues, who do not have UW NetID's. He notes that UW NetID's should still be used, and encouraged whenever possible, but that this will provide a viable option for guest faculty members, experts and other associates requiring access for collaborative tools. Lewis offer to give presentations on the technology and how it works, including the two levels of access:

    - Low-level Assurance ID's, such as a yahoo.com or hotmail.com email address, allowing limited access to non-UW persons

    - ID's of other universities that the UW has agreements with, allowing a bit more access

  o Lewis also expresses interest in feedback on how Catalyst can reach and engage faculty on this topic, with regards to things to expect and look-out for, as well as also practices to encourage, and those to dissuade.

- *Search for Vice Chair*

  o Masuda is nominated and voted-in as Vice-Chair.

  o Kaminsky motions for voting abilities for Ex-officio members, and Masuda seconds, passing the motion.

7. **News from Catalyst, Libraries, etc.**

- Lewis announces the upcoming 2008 Learning and Scholarly Technologies Survey, and notes that the survey could be tailored to a specific school, and can be queried by non-catalyst people. This survey will also not be focused on current skill-sets, but rather focused on looking over the horizon at options to identify emerging technologies, services and support that would be helpful to UW faculty and students.

- Lewis shares that the MyUW Usability Study resulted in the development of Course and Teaching tabs (classlists and teaching resources), which are expected to go live by Winter term.

- Additionally, an online gradebook tool is being developed, building on a previously constructed Computer Science & Engineering tool. Requirements are currently being gathered, with development expected to begin in January.

The meeting was adjourned at 2:57 p.m. *Minutes by Alyssa Robbins, Administrative Assistant, Computing & Communications.*

Present: *Faculty members:* Kaminsky, Masuda
President's Designee: Moy
Ex-officio members: Minton
Guests: Efthimiadis, Lewis

Absent: *Faculty members:* Andrews, Conroy
Guests: Lane