

**Subject:** District Academic Senate Update/Proctorio Open Lab  
**Date:** Thursday, April 16, 2020 at 6:13:10 PM Pacific Daylight Time  
**From:** Wallace, Jeremy  
**To:** All Faculty  
**CC:** McVean, Aaron  
**Attachments:** image001.png, DASagenda20200420.pdf, DASAapprovedMinutes20200406.pdf, PNP EW Resolution 14.01 SP20.pdf

Colleagues,

I hope you all are doing well and starting to adjust to the remote learning environment. It is hard to believe that we are in our fifth week of this modality. Please find below a quick update from the District Academic Senate:

1. **April 20<sup>th</sup> District Academic Senate Meeting:** Please find attached the agenda for the April 20, 2020, District Academic Senate meeting and the approved minutes for April 6. The Zoom link for Monday is on the agenda.
2. **Resolution 14.01: P/NP Grading and Excused Withdrawals (attached):** Vice Chancellor McVean sent out a guidance memo on the District's new policies on Pass/No Pass grading and Excused Withdrawals dated April 15, which included several of the recommendations from the senate. At Monday's meeting, the senate will be discussing further guidance for the faculty on what to do about students who have "disappeared" since the transition to remote learning. The drop deadline for faculty drops remains April 23<sup>rd</sup>, so we will be sending out this guidance beforehand, so you all can make the best decisions for these students. Please note that two recommended policies in the resolution are still in the works and have not been adopted by the District at this time – retroactively granting EWs for the entire spring semester and the suspension of P/NP unit caps in local degrees and certificates.
3. **Proctorio Open Lab:** District Information Technology Services, the campus instructional technologists/designers, and the District Academic Senate invite you to an open lab session to discuss Proctorio, the test proctoring platform provided to the California Community Colleges through June 30. As per their website, Proctorio is a comprehensive learning integrity platform, "Using state-of-the-art technology and end-to-end data security, Proctorio ensures the total learning integrity of every assessment, every time. Our software eliminates human error, bias, and much of the expense associated with remote proctoring and identity verification."

While Proctorio is offering training and support on the software through their platform and help site, our mission is to provide secondary support in usage and efficacy. As this is a new technology for most all of the SMCCD community, we would like to explore the opportunities and obstacles of this technology together, building a repository of information together and learning alongside one another. This is an opportunity to search for solutions together, taking into consideration the social justice and equity foundation of our district. We will meet via Zoom on Monday, April 20, at 3pm.

If you are interested in the relationship of online test proctoring and your course, please join us to think alongside one another on the ways in which Proctorio can be thoughtfully deployed in courses

Please find the Zoom details below:

Topic: Proctorio Open Lab

Time: Apr 20, 2020 03:00 PM Pacific Time (US and Canada)

<https://smccd.zoom.us/j/99097224322?pwd=ZlJWOUhuOWNNMV1d1ZDFaV2RoM2lXUT09>

Dial in: 669 900 9128 (San Jose)

Meeting ID: 990 9722 4322

Password: 003390

4. **Final Exams:** Finally, speaking of exams and quizzes, the District Academic Senate Task Force on Teaching and Learning is currently drafting guidance on how to administer final exams, how to incorporate more holistic evaluation methods (in case you want to move away from a traditional exam), and how to best accommodate students with disabilities. Please note that all faculty should be adhering to the final exam schedule May 16-22. Final exams shall only take place during your scheduled exam period (unless a student has accommodations for extended exam time).

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