

## Monk, Betty

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**From:** Gupta, Saurabh  
**Sent:** Monday, April 01, 2013 11:04 AM  
**To:** Monk, Betty  
**Subject:** RE: TEL Jan 24.docx

Yes- approved .

Dr. Saurabh Gupta  
Associate Professor of MIS  
Coggin College of Business  
University of North Florida  
<http://www.unf.edu/~s.gupta>

**From:** Monk, Betty  
**Sent:** Monday, April 01, 2013 11:04 AM  
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Thanks Saurabh,

Are these "approved" and ready to be posted to the CCB Info Exchange?

Betty

**Betty Monk**  
*Coordinator of Administrative Services, Dean's Office*  
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University of North Florida  
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Jacksonville, FL 32224-7699  
Phone: 904-620-1544 Fax: 904-620-2594  
*email: betty.monk@unf.edu*

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**From:** Gupta, Saurabh  
**Sent:** Monday, April 01, 2013 11:00 AM  
**To:** Monk, Betty  
**Subject:** TEL Jan 24.docx

Hi Betty

Minutes of the TEL committee.

Cheers  
Saurabh

## Technology Enhanced Learning Committee

### Meeting Minutes

January 24, 2013

Present: Barton, Thomas <[tbarton@unf.edu](mailto:tbarton@unf.edu)>; Cobb, Sharon <[scobb@unf.edu](mailto:scobb@unf.edu)>;  
de Jong, Pieter <[p.dejong@unf.edu](mailto:p.dejong@unf.edu)>; Kale, Rahul <[rkale@unf.edu](mailto:rkale@unf.edu)>;  
Miller, Deb <[deb.miller@unf.edu](mailto:deb.miller@unf.edu)>; Davis, Sean M  
<[sean.m.davis@unf.edu](mailto:sean.m.davis@unf.edu)>

Did not attend. Swanson, David [david.swanson@unf.edu](mailto:david.swanson@unf.edu)

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### Agenda

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1. Discussion on Secured Testing in an online environment – Options, suggestions and discussion – Item submitted by Tom Barton  
Options were provided by Deb Miller

All of the current options that the University has have been provided in  
[http://www.unf.edu/cirt/edtech/TOL/Proctoring\\_Options\\_for\\_UNF\\_Distance\\_Learning\\_Courses.aspx](http://www.unf.edu/cirt/edtech/TOL/Proctoring_Options_for_UNF_Distance_Learning_Courses.aspx)

### Proctoring Options for UNF Distance Learning Courses

#### On Ground

- **UNF Office of Academic Testing**  
The Office of Academic Testing offers test proctoring services on an individual basis for Independent Study examinations, correspondence/distance learning examinations, and other tests including various certification and licensing examinations. Test proctoring services are available for both internet-based tests (IBT) and paper-based tests (PBT) by appointment.  
There is a \$35 fee per test (for up to three hours), plus \$10 for each additional hour.  
[http://www.unf.edu/testing/Individualized\\_Testing.aspx](http://www.unf.edu/testing/Individualized_Testing.aspx)
- **Department-Organized Testing**  
Instructors can make arrangements within their program or department to reserve space in campus computer labs for proctored testing for student able to attend campus.
- **National College Testing Association**  
UNF is a member of the Consortium of College Testing Centers (CCTC), a free referral service provided by the National College Testing Association (NCTA) to facilitate distance learning. The purpose of the CCTC is to make test administration services available to students at educational institutions away from their campuses. Those testing centers typically require a per-test fee, similar to UNF's Office of Academic Testing.  
<http://www.ncta-testing.org/cctc/index.php>

## Online

- **Proctor U**

ProctorU is a live proctoring service for students taking exams online. Proctors authenticate student identity and monitor via webcam and computer screen in real-time. Students are able to schedule appointments during a time frame specified by the instructor. The cost (typically \$20 - \$25) can be paid at the time of test by student or in advance by the institution. Contact CIRT if you are interested in using this technology.

<http://www.proctoru.com/>