A message from Provost Jeremy Haefner...

Colleagues,

There is strong evidence that shows student demand for online courses and degree programs is growing rapidly. Moreover, new pedagogies and technologies are not only making the delivery of online courses easier and more convenient, but they are also improving how students learn. So with this increased emphasis on online courses and degree programs, we are evaluating how to best support faculty and students.

One area that faculty have told us is vital is in the proctoring of quizzes and exams for online courses. Given the importance of online courses and faculty and student needs, proctoring services for online courses will move back to the Academic Affairs unit, effective immediately.

Specifically, the Wallace Center will provide proctoring support services for online courses. Any course that is taught entirely online can utilize the proctoring services for quizzes, exams, midterm exams and final exams.

Students who live on campus or within a 30-mile radius of campus may take a proctored exam at a location on campus. Students living outside of a 30-mile radius may take a proctored exam on campus or opt to secure their own proctoring location and proctor.

Faculty may request proctoring for their online course by contacting Karen Pannoni in the Wallace Center (kadetc@rit.edu or 585-475-5869). All exams are received from faculty in a secure area (in person or via fax). They remain carefully secured until they are returned to the faculty member.

Faculty using proctoring services may also use the copier, scanner, fax machines, and supplies in Teaching & Learning Services area in the Wallace Center (A-650) to prepare exams, copy completed exams, or package completed exams to mail back to students. This work area is open weekdays from 9 am – 5 pm.

Students may sign up for a proctoring day/time by registering at online.rit.edu/exams. This site also contains the application form for remote proctoring.

For more details on proctoring support services, please contact Karen Pannoni.

If you have questions about this or any of the services provided in the Wallace Center, please contact Lynn Wild, Associate Provost for Faculty Success at lawetc@rit.edu or 585-475-6543.

Finally, for those faculty who teach online classes, I want to express my thanks for providing this important service to our students. This is hard and substantial work but it remains cutting edge and a great fit for RIT.

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