

[Webinar on Virtual Resources Agenda](#)

[Introductions](#)

[Questions Parking Lot](#)

[Notes](#)

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## Webinar on Virtual Resources Agenda

- Welcome
  - Google Classroom: Gabrielle Nestor and Adam White
  - Camp Docs: Adam Lane
  - Children on Campus: Denne
  - Audience Q&A
  - Closing Thoughts
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## Introductions (75 Attendees!)

<b>Name</b>	<b>Unit/School/College</b>	<b>What's something fun/creative you've been doing in your free time lately?</b>
Marissa Taylor	CEO	Reading and Painting - and finding space on my walls to hang up the artwork
Chloe Lundine	WSU/K12 Website	Gardening!
Elise Pfaltzgraff	Rogel Cancer Center	Building beehives to get ready for bees!
Alexandra Rivera	UM Library	Redecorating my apartment and planning a container garden.
Davee Hunter	Wolverine Pathways	Reading
Da Jaunteye Hawkins	Center for Educational Outreach	Movie nights with my two sons.

Laura Saavedra	Center for Educational Outreach	Organizing the closet and watching new movies!
Silvia Dykstra	UM ECE	Gardening, drawing, and taking photos.
Karen Liska	UM CSE	Cleaning the basement!!
Katelyn Killewald	Office of Student Affairs CoE	Completed puzzle #4 yesterday! Ready for puzzle #5!
Paula Viñales-Bowman	Center for Engineering Diversity & Outreach (CEDO)	House hunting + trying to recreate my mom's Puerto Rican recipes.
Julie Smith	Greenhills School - Advanced Research Program	Yard work & binge-watching the West Wing for the first time.
Kevin Frmer	Museum of Natural History	Woodworking
Sandra Hines	CoE	
Jeehan Lee	miRcore	Taking care of my family and cooking!
Brittany Burgess	Museum of Natural History	Reading
Jasmine Pawlicki	University Library	Working on my beadwork, almost finished!
Brittany Nicol	SMTD	Playing Guitar!
Michael Neville	Stamps	Gardening
John Feldkamp	Electrical and Computer Engineering	Getting caught up on my reading and tv shows
Sarah Koch	Math	Trying to run more
Haley Hart	CoE OSA, Michigan Engineering Zone	Trying out new recipes
Brandon Lucas	Michigan Medicine	
Traci Swan	Life Sciences Institute	Cooking more homemade meals, reading, and doing puzzles :)

C.J. Mathis	Ross School of Business	Entertaining a toddler while answering emails
Monica Porter	University Library	Weekly Family Movie Night using Zoom, reading, binge watching on Netflix, self assessment and goal planning
Kimberly Johnson	Aerospace Engineering - College of Engineering	Creating the perfect Keto chocolate chunk cookie
Jennifer Love	UM ITS Teaching & Learning	Providing warm laps for cat naps
Andrew Hunn	CSDT	Learning how to dance, and failing

## Questions Parking Lot

- 1) Will this webinar recording and the PowerPoints be sent out to attendees? **Yes!**
- 2) Are you able to hold tutoring sessions within the Google Classroom setting? **Google Classroom will allow you to set up individual or group virtual meetings where you can tutor in small groups or individually.**
- 3) John Feldkamp, ECE -
  - a) What are the practices we need to consider with group work (if possible) in terms of supervision? Can students exchange emails to work on group assignments and/or if there is “breakout time” to work in teams (assuming not), is there a way for us to still maintain the supervising requirements in these different websites/virtual classrooms for group time? **Let’s circle back to this actually - With Zoom using breakout rooms, Denne do all breakout rooms need supervision?**
  - b) In general, I’m trying to be aware of how to keep students’ information (emails) secure from other participants, but still trying to create (potentially) a collaborative, interactive experience. Any general suggestions/guidelines to keep in mind? **Try to use the social platform inside of Google Classroom for collaboration or Zoom Break out rooms**
  - c) Admitted U-M students (current HS senior) still exempt from Children on Campus policies for virtual settings? **Yes, admitted are exempt**
- 4) C.J. Mathis (Ross)
  - a) What is our responsibility/liability (if any) for students participating in programs virtually, particularly around health/medical emergencies? **You need to make sure your students/parents sign all of the new Virtual forms - they address this in those forms**
  - b) Is Camp Docs now open to all U-M programs? I know previously we were piloting a select, few programs. **All programs now for the virtual space.**
- 5) Kharena Coleman (CEDO)

- a) Are all of the new CoC required forms pre-loaded in Camp Doc? **Yes**
- b) Should we just email Adam to set up the platform for our virtual program? **Send email to Denne first**
- 6) Marissa Taylor (CEO)
  - a) Is Canvas COPPA compliant? **Not right now, but this is still progressing (next meeting is on Thursday)**
- 7) DJ (CEO)
  - a) For the virtual participation agreement form, will there be a fillable PDF version?  
**Coming soon**
- 8) (Kurt Fifelski) We are planning on having a virtual camp for the debate team and using Zoom. We were told it will be possible to get the students accounts that are incapable of establishing their own Zoom rooms without our permission first. Is that possible?
  - a) (Colleen McCormick) That is possible. ITS team can help via **ticket to 4HELP**.
    - i) <https://its.umich.edu/help>
- 9) **Zoom Desktop + App are COPPA compliant**
- 10) Who needs background checks in virtual camps? **Everyone who will be involved**
- 11) Kimberly Johnson (Aerospace Engineering) Virtual Outreach with current home classes. Our dept reached out to high schools offering supplemental support to their curriculum. We have been asked to have our faculty, students, or alumni teach a one-hour class with video and Q&A. What types of compliance is needed and which platform would you recommend...? I'm assuming Blue Jeans for the high school age group.
  - a) **Under 16, they will need to use Zoom. If everyone is older than 16, BlueJeans and Zoom can be used**
- 12) (Yunus) Any advice or restrictions on providing tablets or laptops and WiFi access to participants.
  - a) **Rolling out this information on the CoC website + through CEO asap with suggestions**
- 13) Karina Moore (CEDO): Will we need to request temporary affiliate access for student participants in order to have them participate in these virtual platforms?
  - a) **That is correct - for students to be given access to Classroom, they will need to be in the gsuite**
- 14) Will ITS be supporting people with Google Classroom help?
  - a) **A lot of support is provided by Google - especially the "TEACH AT HOME" resource that will be given to everyone today.**
- 15) Is there a specific training module in addition to the working with minors modules that adults need to complete in order to interact with minors via zoom or GSuite?
  - a) **Yes and No. Social media guidelines needs to be addressed**
- 16) Should we include a program policy that prohibits students from communicating with each other outside of official program activities during specific times?
  - a) **In Google Classroom, there is a social platform for students to use**
  - b) **You can create a community page in Facebook for students to interact with**

- 17) When does Risk Management anticipate the completion of the tech/equipment loan agreement? Is the computer use agreement already available for distribution? **In the next week**
- 18) Are background checks required for recorded content provided from non-staff members if those individuals are not interacting with the minor students? i.e. if we have an expert record a guest lecture but they do not have contact with the students. I assume if they did a q&a/webinar, they would need to be background checked?
- a) **Resource = recorded**
  - b) **Interaction = background checks are needed**
- 19) Are there any other training resources on campus around virtual teaching?
- a) **May 6th = UOC w/ resources + tips!**
  - b) **CoC is also working on this for everyone regarding health + safety resources as we enter a post-COVID-19 world**

## Notes

- Google Classroom
  - Offered
    - Multiple classrooms creation, class drive for student work, virtual submission, announcements, community building, tutoring capacity, and Google support
  - “+” *create a class* (fill out information): Displays on the home/stream page
  - Inviting teachers allows full access as class creator (email must be in Google suite)
    - Invite students same way or with a link at the bottom of the screen
      - Students can join the class through invite or classroom code
  - Creating assignments on *Classwork* tab
    - Can posts assignments to multiple classes
    - Due dates, attachments, and instructions available
    - Has the option to create assignments and uncover later for view
  - *To-Do* tab on the left side of the screen (for all of your classes and students have their own)
  - ‘Teach From Home’: Google information hub for questions
  - [abbie@annarborlearningcommunity](mailto:abbie@annarborlearningcommunity) (for questions or help)
- Camp Doc
  - Electronic health record system for virtual camp programming (customizable)
  - Parent and student views
  - Staff orientation option (unlimited invite)
  - Offered
    - Send messages, embed recorded webinars, embed live links, add risk authorization forms, phone & email support, training
  - Health profile: forms that need to be completed
    - Parent/guardian information, medications, allergies, etc.

- Lockout date: disables editing of documents
  - List Builder
    - Can filter profiles by certain items/conditions
    - Can save/bookmark created lists for easy access (ex. those with allergies)
  - Health log: certified to replace paper logbook
  - eMar: Keep track of medications and reminders
- Children on Campus
  - Virtual Programming Checklist: link available on CoC website
    - UM Supported programs: Google Suite, Zoom (13 & under), Blue Jeans (16 older)
      - COPPA Compliant: Zoom and Suite
    - Staff must review Social Media Guidelines
      - Chat and time guideline information
  - Waiver form for virtual participation required
- Q & A
  - Canvas Webinar this Thursday for information regarding platform usage!
  - Admitted students are no longer apart of the CoC population