



October 17, 2017

Dear Faculty/Staff,

The Student-Athlete Services Staff is requesting your approval to obtain an “observer role” status which would allow view-only access to limited course materials within the Canvas system.

Student-Athlete Services will use this information to:

- Review course assignments, grading scale and class policies to better assist students in managing and understanding class requirements
- Check grades to stay ahead of potential eligibility issues; connect students with necessary academic support resources; and proactively monitor progress to help minimize risks of academic integrity issues at end of semester
- Assist student athletes in developing quality study habits, time management skills, and organization of course work
- Help student-athletes plan ahead and better assist them as they work through missed class days due to travel/competition
- Review of detail from instructors via assignment listings; able to better prepare and pre-plan for tutor/learning assistant sessions

That access would be:

- Limited to only student-athletes identified on your course roster
- Used only by each sport program’s designated athletics academic counselors
- Approved by faculty/staff for each class: **a non-response will automatically deny access**
- Approved by student athletes

Limited User Role Access WOULD ALLOW view only access to:

- Course syllabi
- Grades for observed student only
- Graded coursework, submitted assignments, instructor comments/feedback
- To do lists
- Course announcements
- Assignment listings
- Assignment details

Limited User Role Access WOULD NOT ALLOW the designated user to:

- Comment on announcements or discussions
- Complete and/or submit assignments, quizzes, exams
- Send conversation messages, join groups, or view students in the course they are not observing
- View locked files or folders
- Be an active participant in the class in any manner

The following classes for which you are listed as an instructor of record have been identified as having student-athletes on the course roster. For each course, please select yes or no to approve status of the observer role access to K-State Student-Athlete Services athletics academic counselors.

Please click the link to view those courses and begin the opt-in process.

There might be an option for: YES TO ALL NO TO ALL

12815	Stat Lit/Information	STAT	100	YES	NO
12816	Intro To Statistics	STAT	325	YES	NO
12817	Intro To Statistics	STAT	325	YES	NO
12818	Intro To Statistics	STAT	325	YES	NO
12819	Intro To Statistics	STAT	325	YES	NO
12820	Intro To Statistics	STAT	325	YES	NO
12822	Intro To Statistics	STAT	325	YES	NO
12824	Intro To Statistics	STAT	325	YES	NO



12825	Intro To Statistics	STAT	325	YES	NO
12827	Intro To Statistics	STAT	325	YES	NO
16985	Intro To Statistics	STAT	325	YES	NO
12831	Biometrics 1	STAT	340	YES	NO
12835	Bus Econ Stat 1	STAT	350	YES	NO
12840	Bus Econ Stat 1	STAT	350	YES	NO
13396	Bus Econ Stat 1	STAT	350	YES	NO
12842	Bus Economic Stat 2	STAT	351	YES	NO
12843	Bus Economic Stat 2	STAT	351	YES	NO
12845	Bus Economic Stat 2	STAT	351	YES	NO
12847	Bus Economic Stat 2	STAT	351	YES	NO
12848	Bus Economic Stat 2	STAT	351	YES	NO
12849	Bus Economic Stat 2	STAT	351	YES	NO
16829	Bus Economic Stat 2	STAT	351	YES	NO

Thank you for your time and assistance, if you have any follow-up questions, please contact me directly at rethman@ksu.edu or 2-5409.

For more information regarding the complete proposal – please click [here](#).

For more information regarding the Canvas Observer Role access – please click [here](#).

Sincerely,

A handwritten signature in black ink that reads "Kristin Waller".

Kristin Waller
Assistant Athletics Director for Student-Athlete Services



I _____, understand that the Student-Athlete Services staff is requesting view-only access to my course information through a Canvas “observer role”. Observers can view course data but cannot participate in any Canvas areas. This permission works in conjunction with the signed Buckley Amendment Consent form that is contained in Part II of the NCAA Student-Athlete statement as it relates to information pertaining to my NCAA eligibility.

Student-Athlete Services will use this information to:

- Review course assignments, grading scale, class policies to better assist students in managing and understanding class requirements
- Check grades to stay ahead of potential eligibility issues; connect students with necessary academic support resources; proactively monitor progress to help minimize risks of academic integrity issues at end of semester
- Assist student athletes in developing quality study habits, time management skills, and organization of course work
- Help student-athlete plan ahead and better assist them as they work through missed class days due to travel/competition
- Review of detail from instructors via assignment listings; able to better prepare and pre-plan for tutor/learning assistant sessions

Observers Can View

- Course syllabi
- Grades for observed student only
- Graded coursework, submitted assignments, instructor comments/feedback
- To do lists
- Course announcements
- Assignment listings
- Assignment details

Observers Cannot

- Comment on announcements or discussions
- Submit assignments or quizzes
- View course rosters
- Send conversation messages to students in the course they are not observing
- View locked files or folders
- Join groups

Based on the information outlined above, I grant this observer-role access to my sport’s athletics academic counselor(s) for use during the 2017-18 Academic Year. **YES NO**

Student-Athlete Signature: _____ **Date:** _____