Academic Technology Planning Committee

Minutes

Date: Wednesday, October 15, 2008
Location: Bus 239
Time: 12 p.m.

Present: Tim Armstrong, Alberta Coolbaugh, Rex Filer, Mark Finney, Brent King, Taylor Little, Mark Manzanares, Chris Olance, Matthew Schmidt, and George Sellman

I. Introductions and academic areas

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
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<tbody>
<tr>
<td>Tim Armstrong</td>
<td>Biology and Earth Sciences</td>
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<td>Alberta Coolbaugh</td>
<td>Business</td>
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<td>Rex Filer</td>
<td>Counselor Education, Education, and Nursing</td>
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<td>Mark Finney</td>
<td>English, Theatre, and Communications</td>
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<td>Brent King</td>
<td>Psychology, Sociology, History and Government</td>
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<td>Taylor Little</td>
<td>Extended Studies</td>
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<td>Mark Manzanares</td>
<td>Academic Instructional Technology Center</td>
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<td>Chris Olance</td>
<td>Computing Services</td>
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<td>Matthew Schmidt</td>
<td>Music</td>
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<td>George Sellman</td>
<td>Mathematics, Technology, and Chemistry</td>
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II. Information/Discussion items

Mark Manzanares provided committee members with a brief history of the committee and its mission,

The ATPC reports to the Instructional Technology Governance Board, also known as the Instructional Technology Advisory Committee composed of Mark Manzanares and Mike Nicholson.

Mark summarized the two policies that the committee had approved previously, including:

1. Course management systems policy (Web CT)

2. New technology policy (hardware or software)

Both policies are tiered as follows:
Tier 1. Individual use

Not supported financially or technologically by the college.

Tier 2. Computer lab, classroom, or departmental use

Basic financial and technology support, but no training.

Tier 3. Campus-wide use

Full financial, technological, and training support. Hardware or software must be in use for 2 years and be used by one third of the students and faculty before it can be submitted for approval as Tier 3.

New policies for hardware or software must be submitted to the ATPC committee orally and in writing. New policies that emphasize innovation and creative thinking are encouraged.

Departments can budget for their own technology needs, but cannot charge their own Technology fees.

The committee will continue to meet biweekly during the fall semester at noon on Wednesdays in Business 239. Fall meeting dates are:

October 29
November 12
December 10

III. Current projects

The AITC is currently working on developing an Online course evaluation system that evaluates the Technology component of the course early in the semester and the Content component of the course late in the semester.

Meeting adjourned at 12:50 p.m.

Respectfully submitted by Tim Armstrong.