MEETING OF THE ACADEMIC TECHNOLOGY COMMITTEE
— MINUTES —
Thursday, November 8, 2012

Approved

PRESENT: Richard Albistegui-DuBois, Michael Bartulis, Sherry Goldsmith, Erin Hiro, Nirmala Kashyap,
Lawrence Lawson, Jackie Martin-Klement, Lillian Payn, Teresa Pelkie, Chris Sinnott, Jonathan Smith

ABSENT: Michael Arguello, Jay Baker, Rebecca Barr, Kelly Falcone, Kalyna Lesyna

CALL TO ORDER: The meeting was called to order by the Chair Lillian Payn at 2:09 p.m. in Room LL 104.

MINUTES: The minutes were approved after correcting two typos.

ACTION ITEMS:

1. The AT Committee voted to recommend licensing the Community Engagement and Content
   Management Modules to the Faculty Senate. Erin Hiro agreed to work on the document with our
   recommendation and justifications. We shall look at it via email in order to pass it along to the
   Faculty Senate with the quote from Blackboard that Matt Lord was to send.

2. The At Committee vetoed the recommendation for a Technology Fee. After reviewing the
   regulations by the State for such a fee, it would be very difficult to justify such a fee at this time,
   especially for anything to do with computer labs and Blackboard, since the fee must be optional
   and also must not be for anything already covered by state funding.

3. Lillian reported on recent failures of some functions of Blackboard in some browsers on Saturday.
   Since there is no contingency policy for handling failures (or other disasters) that occur outside
   of normal working hours, she met with Dean Judy Cater in order to explore how this should be
   handled. Dean Cater agreed that we shall meet with VP Cuaron when Dean Cater returns from
   UK after Thanksgiving to express the need for such a plan, due to the importance of Blackboard
   across campus to face-to-face students as well as the online students.

INFORMATION: The Work Groups presented their status reports.

1. Work Group Report: BB Student Training
   All the videos are in place, and Lawrence said he can continue to assemble and polish. The
   committee will meet with Elaine Armstrong, Academic Technology Resource Center, in order to
   make-over the Student Resource Page. The meeting will be Thursday, November 15, at 2 pm in
   LL 111.

2. Work Group Report: Contest
   The flyer is completed, and the Work Group intends to market the contest via Blog,
   announcements and distributed online submission sheet/flyer.

3. Work Group Report: Policy: Proxy, Security, etc.
   The Work Group was waiting for statistics from Palomar's test proctoring center. The statistics
   that were sent today were not really useful since they gave semester numbers, rather than
   monthly. We were looking for traffic patterns, but that is not available.

MEETINGS: SCHEDULE (LL 104), 2:00 – 3:30 pm / 2nd, 4th Thursdays
                   2013
                   1/24
                   2/14, 2/28
                   3/14
                   4/11, 4/25
                   5/9

ADJOURNMENT: The meeting was adjourned at 3:34 pm.