MEETING OF THE ACADEMIC TECHNOLOGY COMMITTEE
— MINUTES —
Thursday, February 28, 2013

Approved

PRESENT: Richard Albistegui-DuBois, Marlene Forney, Erin Hiro, Lawrence Lawson, Lillian Payn, Carlos Pedroza, Teresa Pelkie, Chris Sinnott, Jonathan Smith

ABSENT: Michael Arguello, Michael Bartulis, Sherry Goldsmith, Nirmala Kashyap, Kalyna Lesyna, Jackie Martin-Klement

CALL TO ORDER: The meeting was called to order by the Chair Lillian Payn at 2:10 p.m. in Room LL 104.

MINUTES: The minutes were approved as read.

ACTION ITEMS:

1. The committee members reviewed our goals for the academic year:

ACADEMIC TECHNOLOGY COMMITTEE
— GOALS: SCHEDULED AND PRIORTIZED —
— 2012-2013 —

		OCT	NOV	DEC	JAN	FEB	MAR	AP	MAY
GOAL		BB Student Training				DONE			
		Contest	*Announce*		*Launch*		*Deadline (Ap1)*	*Judge*	*TEA*
		Policy: Exams, Proxy, Lab…..			DONE				
					DIL				
					POET -review -market -BB forum	DONE			
		REQUESTS FROM SENATE							
		POSITION/RECOMMENDATON: MOOCS							
		POSITION/RECOMMENDATON: AP 3750 COPYRIGHT							

2. POET review: Erin collected the comments that merit possible revision. Sherry addressed the issue of accessibility in BB, but Lillian observed that BB was considered to be Section 508 and ADA compliant, so the multimedia in POET is included in a consistent and practical manner. The committee approved the changes as noted for Version 2. Lillian will make the necessary revisions. Stats for achieving the outcomes: 28% Agreed, 70% Strongly Agreed, and 2% Neutral.

3. Voice Tools: Lillian reported that of the 13 instructors who have used the Voice Tools in BB this fall, only one expressed an interest to continue using it for her ESL students. Two instructors reported that it was such a poor tool that they had many complaints. Another observed that the students really just wanted to read communication from the instructor anyway, and it was very time-consuming to produce a perfect audio clip. Therefore, ATRC will remove the Voice feature on Monday, 3/5. Palomar College has paid an annual license that will not be pro-rated. Next year ATRC would like the endorsement by ATC for TechSmith Relay, which is a robust Voice Server system. The committee requested that Terry Gray report to our next meeting about this particular software and contrast it with other comparables.

   Note that there is a link to "Virtual Office Hours" and "Virtual Classroom" that also is substandard and worthless. ATRC will also turn these off.

4. MOOC: Lawrence posted research results about MOOCs in our discussion area: http://www.katyjordan.com/MOOCproject.html. The committee summarized the best situations for MOOCs: Technical/Vocational classes, advanced subjects, mature students with self-discipline, and standardized transfer model curriculum. The ATC members will summarize the points to be included in our recommendation to the Faculty Senate so we can collect them and finalize our position at our next meeting.

5. Accreditation: Regarding the messages sent from Orange Coast Community College and Pierce College (LACCD) about the requirement to have an instructor access as well as a student access available for 5 weeks, the committee members expressed concern. This is considerably more time than the typical 2 days for a face-to-face visit. Additional concerns are about FERPA violations if an outsider can see student data such as grades and contact information, and certainly sensitive posts that may take place in psychology or counseling courses, for example. The presence of someone not in the class may inhibit or disturb class members; they may have a different course experience under such circumstances.

   Some suggestions to resolve this would be to ask instructors to opt in to have their classes be available, to set up an accreditation access with limited observance in certain areas of BB, and to offer to do face-to-face sessions to show the class CMS space to an accreditation visitor. Lillian commented that Brent Gowan, our accreditation team lead writer, agreed that this is an acceptable question for our training session at Irvine City College on March 15. Lillian will join the team at the request of VP Cuaron.

6. There has been a bottle-neck in getting the final interpreter access into the BB space for a student, and it has taken about 5 weeks to resolve the issue with conversations with Denise Vanderstoel/Director, Interpreters, Rick Gommel/PeopleSoft, and David Gray/ATRC. Apparently the work-around has been to have the interpreter register as a student, and then drop the class, but that let's Rick Gommel to leave the interpreter's name on the class roster. The committee concluded that this was an administrative issue requiring a technical solution that must be arranged to be in compliance with ADA, rather than a pedagogical issue.

INFORMATION:

The Work Groups presented their status reports.

1. Work Group Report: BB Student Training: finished with the final video. Many thanks to Lawrence for the final two videos and the work group that determined what was needed to give a solid student orientation.

2. Work Group Report: Contest: Lillian has been marketing the showcase to the deans, department chairs, division meetings, and other cross-campus groups. Lillian reported that we have one submission.

3. New Library Workgroup Report: (no meetings yet this year).

4. DIL postponed

5. POET review
   45 total trained instructors (includes POET and eternal credentials), 16 POET certificates earned since last faculty tea May 2012, and 23 POET certificates since January 2012.

6. AP 3750 Use of Copyrighted Material
   The Senate and Barb Kelber/Chair, Policies and Procedures Committee asked the committee to review the revised AP3750 (please see attached) and bring additions or revisions to the next meeting.
   Terry Gray recommended adding:
   a. Changing "Online Education" to "Distance Education"
   b. Adding the TEACH Act as implemented by ATRC (and reviewing the published procedure) www.palomar.edu/atrc/TEACHguidelines.htm
   c. Add a section on Title 17, section 108 regarding library rights to maintain archival copies.

Lillian further recommends:

d. Referencing the Digital Millennium Copyright Act (DMCA) of 1998, which amends Title 17 Section 108.

  i. The right to add a copyright notation on materials that don't have them.
  ii. The permission to make up to 3 archival copies.
  iii. The right to reproduce and distribute works in the last 20 years of any term of copyright for the purposes of preservation, research or scholarship.

Lillian notes that the ALA references these practices:
www.ala.org/advocacy/copyright/dmca/section108

MEETINGS:	SCHEDULE (LL 104), 2:00 – 3:30 pm / 2nd, 4th Thursdays
	2013
	3/14
	4/11, 4/25
	5/9
ADJOURNMENT:	The meeting was adjourned at 3:27 pm.