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MEETING OF THE ACADEMIC TECHNOLOGY COMMITTEE

— MINUTES —

Thursday, April 24, 2014

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Unapproved

- PRESENT: Michael Bartulis, Rick Cassoni, Craig Chamberlin, Karen Donovan, James Eighmey, Kelly Falcone, Marlene Forney, Jackie Martin-Klement, Karen McGurk, Lillian Payn, Jonathan Smith
- ABSENT: Sherry Goldsmith, Pat Lupica, Chris Sinnott,
- CALL TO ORDER: The April 24 meeting was called to order by the Chair Lillian Payn at 2:20 p.m. in Room LL 104.
- MINUTES: The April 10 minutes were approved.
- ACTION ITEMS:
1. DIL/CLIC: Discussion included: Rick made a presentation to the committee about the Northstar instrument and how to automate data transfer. He has been having conversations with Northstar. Apparently the REST solution that they use will not connect to our version of PeopleSoft. IS cannot commit to an upgrade date. Therefore, Rick recommends a SOA Gateway. This would work between the two systems to automate data transfer. The cost to implement this solution is about \$15K initially, and then \$3K/year to maintain. We still need to determine the specific workload requirements for IS, the workflow in Assessment to process the information/include the information in their reports, and how to automate this on the transcripts. There will be a pilot test prior to the launch. PD sessions should formalize this for the faculty to see the role, value, and how to promote Digital Information Literacy.  
  
Jackie can promote this as a field test or pilot during the Summer Bridge program. VP Gonzales and Ms. Barton gave presentations to the Senate on Monday regarding a Title 5 technology grant that could be a resource for funds for this project.  
  
If we could not connect to Northstar, an option would be to conduct this test locally at Palomar, but this would be a challenge to add into everyone's workloads or hire someone to handle the program implementation.  
  
The Committee passed the recommendation to support the implementation of the DIL program and seek Title 5 funding. The motion is attached.
  2. Showcase Contest: Congratulations to our winners! Winners are:  
First Place = Steve Perry: CSIS Dept.  
Second Place = Kelly Falcone: Kinesiology, Health, & Recreation Dept.  
Third Place = Rick Cassoni: CSIS Dept.
  3. Blackboard Course Content Transfer Recommendation: The Faculty Senate sent our recent recommendation back to AT Committee, since the Senators consider adding any task to the Department Chair to be a workload issue. After extensive discussion, the Committee wishes to send back a report to the Senate that we are unable to arrive at any solution that does not have potential workload issues, union issues, or timely procedural solutions. The copyright issue is the most compelling for this committee, but it may fall on each individual instructor to maintain frequent back ups of his/her Blackboard content. This would not solve the issue of a Blackboard shell going to a new instructor with the contents from the previous instructor in the event of an administrative course transfer.

4. Satisfaction Surveys: The committee voted to participate in a local Student Satisfaction Survey that would replicate the one done by the Chancellor's Office. (FYI: The training session to kick off this survey will be held April 29.) Lillian will send out the questions that we used last year and if there are any issues, our members can alert the committee.

The committee voted to NOT participate in a local Faculty Satisfaction Survey. We shall stand by to see how this is handled at the state level first, since they have not conducted such as survey in over 8 years or so.

**INFORMATION:** POET statistics: 13 new POET certificates this academic year, and total 65 validated instructors to date as of April 21.

**MEETINGS:** SCHEDULE (LL 104), 2:00 – 3:30 pm / 2<sup>nd</sup>, 4<sup>th</sup> Thursdays

**ADJOURNMENT:** The meeting was adjourned at 3:00 pm. In order to work on the contest entries.

**Motion to Support Implementation of the Digital Information Literacy Assessment:**

- 1) \$1,200 yearly to pay for the NorthStar Digital Literacy exam
- 2) Approximately \$20,000 for the SOA Gateway to transfer the payload from the current web gateway to our legacy PeopleTools component of PeopleSoft
- 3) Annual support from our IS department for the SOA Gateway until Palomar's PeopleTools is updated (approximately 2 years from now)

Other resources: Title 5 Funding Proposal, Summer Bridge for pilot/field test, Oceanside and Vista School Districts to establish standards across districts.

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From August 22, 2013 Minutes

**GOALS: STATUS REVIEW / 2013-2014:**

|             | SEPT  | OCT     | NOV                                    | DEC | JAN          | FE B | MAR            | AP      | MAY        |
|-------------|---|---------|--|-----|--------------|------|----------------|---------|------------|
| <b>GOAL</b> | Accreditation IIA, IIIC   |         |  |     |              |      | DONE           |         |            |
|             |   | Contest | Announce                               |     | Launch       |      | Deadline (Ap1) | Judge   | TEA DONE   |
|             |   |         | Course Cancel & Reassignment Procedure |     |              |      | DONE           |         |            |
|             |   |         | POET -review -update                   |     |              |      |                |         | Ongoing    |
|             |   |         |  |     | DIL          |      |                | Ongoing |            |
|             |   |         |  |     | ATRC Website |      |                |         | ATRC staff |
|             | <p><b>REQUESTS FROM SENATE and/or FACULTY</b></p> <ol style="list-style-type: none"> <li>1. Mac Platform Recommendations</li> <li>2. Accreditation Standards IIA and IIIC Work Groups</li> <li>3. Student and Faculty Satisfaction Surveys Recommendations</li> </ol> |         |  |     |              |      |                |         |            |