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## MEETING OF THE ACADEMIC TECHNOLOGY COMMITTEE

### — MINUTES —

Thursday, November 10, 2016

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Approved

PRESENT: Jim Eighmey, Erin Feld, Marlene Forney, Sherry Goldsmith, Erin Hiro, Scott Kardel, Linda Morrow, Lillian Payn, Steve Perry

ABSENT: Sarah Dennis Kirk, Mike Gilkey, Teresa Pelkie, Krystal Rypien, Seth San Juan

CALL TO ORDER: The November 10 meeting was called to order by the Chair Lillian Payn at 2:40 p.m. in Room LL 109.

MINUTES: The October 27, 2016 minutes were to approved as corrected.

#### ACTION ITEMS:

1. Showcase: The ATC members determined the format of the fifth annual Best of the Best Teaching with Technology Showcase, which will be a “Show and Tell”. Instructors can present tools and techniques that implement technology. The members also revised the site: <http://www2.palomar.edu/pages/onlineshowcase/>  
We can begin publicizing it through, announcements, flyers, and our site.
2. DE Self Study. The document rotated revising at the draft to be more consistent. Next Lillian will attempt to consolidate the formatting to ensure that it reads smoothly as though it was done by one author.
3. OEI discussion: After reviewing the discussion notes about OEI, the members voted unanimously to join OEI with one abstention.

#### INFORMATION ITEMS:

1. The students and faculty in the Canvas Pilot 2 will be surveyed from Nov. 7–18.
2. Blackboard and Canvas shells were made available for each course, so the faculty can decide which to develop and publish. It also gives faculty the opportunity to practice in the Canvas shells. This will be publicized and promoted.
3. The Blackboard adoption rate on Oct. 31: 61.3%
4. ProctorU was selected by Najib to pilot in order to meet accreditation standards. Proctorio, the selection of OEI was very expensive since it was priced on our total college FTES. For the pilot is will be sufficient and we shall be charged per use.
5. ATRC has started planning an Online Orientation to meet Accreditation standards.

MEETINGS: 2016 SCHEDULE, 2:30 – 4:00 pm / 2<sup>nd</sup>, 4<sup>th</sup> Thursdays

12/8 (LL 104)  
2017 SCHEDULE (LL 104)  
2/9; 2/23; 3/9; 3/23; 4/13; 4/27; 5/11

**Important Links:** <http://www2.palomar.edu/pages/academic-technology-committee/>

**ADJOURNMENT:** The meeting was adjourned at 4:02 pm.

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