
MEETING OF THE DISTANCE EDUCATION & ACADEMIC TECHNOLOGY COMMITTEE
— MINUTES —
Thursday, October 26, 2017

Approved

PRESENT: Jim Eighmey, Marlene Forney, Sherry Goldsmith, Sandy Graves, Ashlee Lain, Linda Morrow, Lillian Payn, Krystal Rypien, Ed Sprague

ABSENT: Michael Arguello, Bret Bandick, Robert Chamberlain, Lem Davis, Liz Mendoza

CALL TO ORDER: The October 26, 2017 meeting was called to order by the Chair Lillian Payn at 2:40 p.m. in Room LL 104.

MINUTES: The September 28 minutes were approved as read.

ACTION ITEMS:

1. We planned a Canvas Moving Party, to have an open house, simple refreshments, a festive atmosphere, keep the fact that BB will not be available after 2017. No formal class, but “booths” or each row of computers would have a theme and tech specialist to focus on the theme. Faculty could consult on a theme, solve a problem, work on the side, and then have support for the next step of if there is an “block”. Tera can have “5-min. consults”, etc., to meet her. Collaborative environment. Free “cheat sheet” should be distributed (example from SWC). Dates were selected: the first week after Thanksgiving, Tu/W/Th....ATRC to select 2. Same theme both days, with faculty invited to stay and work both days, open entry/exit.
2. Recommendations for the DE Plan, to have examples of policy, such as effective contact (frequency).

INFORMATION ITEMS:

1. The Faculty Senate did not approve our Oct 2 recommendation regarding non-Faculty members. They asked us to rewrite and resubmit it. The members are concerned that they will continually miss the key elements, since the Faculty Senate requested that we submit a recommendation. Lillian informed the members that Senate President Travis Ritt had agreed to revise a version that would be more likely to be approved.
2. Marlene told the committee that the Dashboard has been placed in Canvas Commons.
3. Members brainstormed some tech ideas for forums and roundtables, and were asked to think about topics for our next 11/9 meeting.

MEETINGS: 2:30 – 4:00 pm / 2nd, 4th Thursdays (LL 104)
11/9, 12/14

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

ADJOURNMENT: The meeting was adjourned at 4:00 pm.

