

## **Frost School Council Minutes**

October 11, 2011

HUB 123

3:30-5:00

**Present:** Christian Roberson (Chair), Pam Anneser, Cheryl Baker, Nancy Betchart, Gail Carr, Dana Ernst, Alex Herbst, David Zehr

**Unable to attend:** David Berona, Trent Boggess, Mardie Burckes-Miller, Terri Dautcher, Mary Ann McGarry, Dan Moore, Zach Tirrell, James Whiting, Frances Williams, Eun-Ho Yeo,

**Scribe: Christian Roberson**

### **Introductions.**

#### **Acceptance of September 2011 minutes.**

#### **Discussion: Changes to FSC Mission/Function and Composition**

**Summary of Sub-Committee Session.** Christian Roberson presented a summary of the sub-committee meeting held by Christian, Terri Dautcher, David Berona, and Mary Ann McGarry. In addition he presented the current draft of the proposed by-laws for the new committee.

#### **Discussion of draft motion:**

Nancy posed questions about composition and the potential gaps in representation. Cheryl seconded the need for additional members. Nancy also raised concerns about lack of specific mention of online education as a focus in the current language of the draft. Dana suggested a bit of history for newer members on what started this process and our goals. Nancy and Christian provided historical context.

Nancy commented on the provost's interest in having the Dean of the Frost School for UG representation and the AVP for CoGS for GR representation on the committee. The vice provost position is going away, so it would not work on the committee as a representative from Academic Affairs.

Dana posed some questions about the nature of online courses and who oversaw them. Nancy explained the non-traditional and CoGS/Frost involvement in online/blended courses. Dana also asked about department-specific policies for online course offerings and how those would work in conjunction with this committee. Nancy mentioned the possible need for an online tutorial for students before taking online courses.

#### **Edits to the draft motion:**

For brevity the notes on specific changes made during the meeting have been omitted. The draft as written at the end of the meeting is provided on the next pages.

**Next meeting:** November 8, 2011, 3:30, HUB 123

Meeting adjourned at 4:45

## Academic Technology Committee

DRAFT

Teaching, learning, research and the achievement of other academic objectives often requires access to technology. The Academic Technology Committee represents faculty interests and student needs related to technology and online education. This committee encourages and supports emerging thinking related to academic technology, and advocates for a faculty voice regarding technology strategies, policies, plans and priorities for classroom-based and online technologies. **Need sentence on implementation and effective use for teaching and learning versus purchasing/budget.**

### a. Composition:

The **Associate Vice President of Undergraduate Studies (?)**, Dean of the Frost School, Associate Vice President for Graduate Studies or designee, the Director of Learning Technologies and Online Education (LTOE), a representative from Management Information Systems (MIS), the Director of Business Services for Information Technology Services (ITS), six elected faculty members, and two students selected by the Student Senate, one of whom must be a Frost student. The Council elects its own chair who shall be a faculty member. Elected members will serve a three-year term.

In addition, the Faculty Speaker shall appoint a faculty member to be a non-voting participant on the committee for a one-year, non-renewable term. This member shall be selected from a pool of faculty with not more than five years of service at PSU.

The Chair of the Academic Technology Committee, or his/her designee, shall serve as an ex-officio member of the Planning/Budget Leadership Group (PBLG) and the Executive Steering Committee for Information Systems (ESC). The Chair of the Academic Technology Committee serves on the University Steering Committee.

### b. Function:

The Academic Technology Committee:

- Gathers and communicates faculty technology needs, requirements, recommendations and priorities
- Executes ongoing processes to ensure fair representation, visibility and consideration of faculty technology needs.
- Influences university investment decisions related to academic technology both in the classroom and online.
- Interfaces regularly with the directors and staff of LTOE, ITS and MIS to assist with activities that support academic technology adoption and integration.
- Advocates for adequate technical professional development resources for faculty, both on campus and through external development opportunities.
- Recommends policies for faculty approval related to academic technology.
- Makes recommendations for assessment and follow-up on technology investments

The Academic Technology Committee shall meet once monthly during the fall and spring terms. Minutes of all meetings will be posted on the campus intranet.

Notes/Thoughts

This section is not part of the motion but rather captures some of the thoughts and discussion points from the sub-group's meeting and discussion.

- Ensure adequate resources for Learning Technologies and Online Education (LTOE).
- Ensure adequate resources for professional development for faculty both internally and externally.
- Technology adoption and relevancy for students
- Fair processes to help guide investment in academic technology both in the classroom and online
- Emerging thinking on technology
- Faculty Academic Technology Fellows?
- Assessment and follow-up on technology investments
- Committee chair or his/her designee will sit on PBLG
- Committee chair or his/her designee will sit on ESC