**Academic Technology and Online Education Committee**

September 8, 2015

3:30 pm in HUB 119

Tentative Agenda

Present: Scott Robison, Robin DeRosa, David Zehr, Zhizhang Shen, Rich Grossman, Joann Guilmett, Daniel Bramer, Meagan Shedd, Gail Mears, Francis Williams, Lynn Johnson

Regrets: Kathleen Norris (sabbatical), Mark Turski, Anil Waghe

Approval of:

April 14, 2015 minutes—Robin motioned, Francis second – approved without revisions

May 12, 2015 minutes—Rich motioned, Zhizhang second –second approved without revisions, Robin abstained

**Old/Ongoing Business:**

1. Election of chair

A. Robin self-nominated as chair with intention to attend steering committee and PBLG meetings; ESC-IS has representation with Gail as faculty, Dan, and Rich

B. Motion to vote on the above as a one-year term by Rich, seconded by Francis

Unanimously approved

1. Led discussion about setting guidelines and priorities and moving forward in work

-Developing a technology plan that rearranges the university into clusters and then farm that into the specialists (develop into plan for the University)

-think about open University systems and work with system wide committee thinking about this and working with the resources working on this idea coming from the ATSC

-classroom technology protocols and how this works with the idea presented by Steve Taksar

-use the committee as a focal point/funnel for providing guidance/organization/structure around technology that U is looking at in a specific manner (which also ties in to the first idea) and thinking in a strategic way around resources, which can also raise the visibility of the committee and think about the development of the process

-assessment: what do we provide, what do we support, what do we use it for, endorsement of particular ideas

-looking at other models to see what we are trying to create and perhaps meet in the middle

-need to identify a work plan and process between meetings to engage work

Action steps:

* Robin to draft some ideas based on the above for the group to digest before the meeting
* Rich, Joann, and Scott to work on the inventory/survey and have available for group before next meeting

1. Identify working group based on the document provided by CFO Steve Taksar on the renovations of Hyde Hall and implications for classroom technology packages (Tier 1, 2, 3). [Addressed in above discussion]
2. Purpose of committee (as a tangent from Data Management discussion) [Addressed in above discussion]
3. ATOE “marketing”: As we are principal policy making committee, it seems the committee needs to be more visible in educating faculty relative that academic technology decisions should come through committee for input/faculty voice. Do we need to identify a protocol or recommendations for how the committee communicates with faculty and others about what we do the committee’s relevance to faculty?
   1. Discussed need to speak as a representative body to “catch the falling balls” and build cohesion ahead of time to have a wide enough net
4. The role of eportfolios in the PSU curriculum (Robin DeRosa)
   1. Proposed as a need to create some sort of system or forms by which faculty bring forth ideas—the example is the use of eportfolios that students would use; looking at demonstrable best practice; for next meeting developing a draft practice for looking at these things
   2. Tabled for this meeting with proposal to bring back to committee at later date

**New Business**

None at this time

**Announcements**

Gail provided brief update on data management: did not go out for RFP due to lack of funding. In order to move forward, Julie will probably have to bring to cabinet, Gail was creating a template with rationale for Julie to bring it to cabinet stating we can’t engage in academic assessment without a management tool to do it. Once we’ve identified money, we would go back through the process of reviewing product, ESC-IS rated it as a high priority, but once it would go to RFP, we would need input about which product is most effective with representatives from this group.

Meeting officially changed to 3:30-4:30

Rich moved to adjourn, Zhizhang seconded. Adjourned at 4:22.