

ATOEC

Tuesday, December 13, 2016

3:30-5:00 pm, HUB119

MINUTES

- 1) Approve minutes: 5-0-0
 - a. Present: Robyn Parker, Robin DeRosa, JoAnn Guilmett, Donna Driscoll, Lynn Johnson

- 2) Old Business:
 - a. Bylaw change proposal update
 - i. Committee composition motion will go forward at March 2017 Faculty Meeting. Steering Committee recommended that all committee Bylaw change proposals go forward at the same time.
 - ii. All other ATOEC Bylaw changes should go forward at that time as well.
 - b. Online/Distance Learning Policy Review Committee Update/Status Report
 - i. Committee has not met
 - ii. Status report: March meeting

- 3) New Business:
 - a. TIP Proposal Review (see attached) – Irene Cucina
 - i. iPad Request – PE/PEHE Teacher Certification
 - ii. Approved: 4-0-1
 - b. Bylaw review: Function (development of work group)
 - i. Email committee with request for input – Lynn Johnson
 - ii. Discussion at February meeting
 - c. Spring Meeting Dates
 - i. February 14th
 - ii. March 14th
 - iii. April 11th
 - iv. May 19th
 - d. Other
 - i. Plymouth State has attained University wide licenses for:
 1. Domain of One
 - a. Currently has 500 seat capacity
 - b. Seat capacity can be added
 - c. Session scheduled for January Jamboree
 2. Lynda.com
 - a. Offers video tutorials/courses
 - b. Waiting for single sign-in
 3. Zoom
 - a. Video conferencing
 - b. Waiting for single sign-in
 - e. Revisions to TIP Proposal
 - i. Suggestion was made to build in a process for those provided with TIP funding to give status reports
 - ii. Currently a part of proposal, but no formal process for that to happen

- iii. Needs to be built in with follow-up process clearly defined
- iv. Committee to revisit at February meeting
- f. New Open Lab Spaces - Robyn Parker:
 - i. Beginning in early January a group will begin touring spaces for the purpose of creating new Open Labs and she would like ATOEC to be a part of the process. Does this committee think this is something that ATOEC can tackle? Provide input into what should be in spaces?
 - ii. Timeline
 - 1. 2-3 new Open Labs before June 30th
 - 2. Cluster Guides Retreat January 11th
 - 3. Discussion regarding Open Spaces will take place at Retreat
 - iii. Students have expressed interest in having more Maker Club spaces
 - 1. In academic buildings
 - 2. In residence halls
- g. Open Lab Discussion
 - i. Spaces should grow out of pedagogy and research needs
 - 1. These needs should come to ATOEC
 - 2. Would raise profile of ATOEC
 - ii. There should be a University Technology Vision Statement/Guiding Statement
 - iii. Proposals for New or Modified Technology-Enhanced spaces are supposed to come to ATOEC
 - 1. Proposals due February 15th
 - 2. Will Open Labs fall under this timeline?
 - iv. Discussion to continue at February 2017 meeting

Next Meeting: Scheduled: Tuesday, February 14th – 3:30 PM - HUB 119