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# MEETING OF THE ACADEMIC TECHNOLOGY COMMITTEE

Thursday, April 26, 2012

2:00 – 3:30 p.m.

Room LL 104

## A G E N D A

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### I. CALL TO ORDER

### II. ACTION

1. Approve minutes
2. New business
  - a. Distance Education policy recommendation
  - b. Faculty Web Page Policy Research Project (everyone please bring one college's or university's policy for their faculty web pages to submit to Senate.)
  - Other

Albistegui-Dubois, Richard  
Baker, Jay  
Barr, Rebecca  
Bartulis, Michael V.  
Canon, Terrie  
Falcone, Kelly  
Gilkey, Michael  
Goldsmith, Sherry  
Hiro, Erin  
Lawson, Lawrence  
Lesyna, Kalyna  
Martin-Klement, Jackie  
Payn, Lillian  
Pedroza, Carlos  
Teresa Pelkie  
Petersdinh, Christopher  
Sinnott, Chris  
Smith, Jonathan

### III. INFORMATION

1. POET status
2. Sandbox status
3. 2012 - Meeting Schedule (meet in LL 104)  
  
4/26  
5/10
4. BB Sandbox = To return to our sandbox.....
  1. <http://BBSandbox.palomar.edu>  
Palomar email prefix for logon, and email password.
  2. Courses tab at the top left hand side, but the right hand tab /  
Course Catalog Panel on right
  3. Select AT Training
  4. Select Course ID: POET  
(Course Name: Palomar Online Education Training  
(POET)
  5. Drop down menu to right of POET: ENRO.LL  
  
Once you are enrolled, you should see the course in your courses list
5. Announcements
  1. Updates to POET website: <http://www.palomar.edu/POET>
  2. Other

### IV. ADJOURNMENT