

MEETING OF THE ACADEMIC TECHNOLOGY COMMITTEE

— MINUTES —

Thursday, August 28, 2014

Unapproved

PRESENT: Michael Bartulis, Karen Donovan, James Eighmey, José Fernandez, Marlene Forney, Sherry Goldsmith, Pat Lupica, Jackie Martin-Klement, Karen McGurk, Mendoza Paulino, Lillian Payn, Nancy Thuleen

ABSENT: Terrie Canon

GUEST: Dr. Najib Manea

CALL TO ORDER: The August 28 meeting was called to order by the Chair Lillian Payn at 2:03 p.m. in Room LL 104.

MINUTES: The August 18 minutes were approved as corrected.

ACTION ITEMS:

1. Lillian introduced our new ATRC Manager, Dr. Najib Manea, who enthusiastically shared insights as to his vision for Palomar College.
2. Committee members recommended our goals for the 2014-15 Academic year. First draft:

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	AP	MAY
POET vs. 2 -Beta Test -update									Ongoing
DIL									
	Contest	Announce			Launch		Deadline (Ap1)	Judge	TEA
Distance Ed Standards*									
REQUESTS FROM SENATE and/or FACULTY Accreditation IIA, IIIC									

* Distance Education Standards: VP Cuaron has asked the Senate to form a DE Standards Workgroup, since this is an area that we need to report for Accreditation. Our committee can contribute to these standards. The areas the members brainstormed are: Tutoring, Load, Office Hours, Exams, Accessibility, Orientation.

3. DIL: Reviewing Motion: We recommend moving forward with our Northstar recommendation, field test Northstar this summer, and ask Northstar as to how they handle Section 508 compliance, which is in the FAQs on their site. (see previous motion attached)

Jackie reported that due the Bridge program was unable to schedule our proposed field test of the Northstar assessment, she conducted the assessment with her summer school students, who did very well on the assessment.

Since VP Cuaron has referred to a digital assessment in a number of meetings, we need to formalize our recommendations to pass along to the Senate.

- 4. POET: Since Sandbox has been retired, POET has been moved to CourseSites. While it seems to be the same and the transfer was smooth, we need to review the navigation and other user interface concerns to ensure a positive experience for users, as well as model good teaching practices. The members divided into groups to each take one of the four modules. We shall report back at the next meeting in order to update to Version 2.

INFORMATION:

- 1. Blackboard Course Content Transfer Recommendation: Lillian gave our recommendation at the last meeting of the Faculty Senate on May 12. Their position is to place the responsibility for back ups upon the individual instructors. After explaining to the Senators that it is more than just backing up, but an issue of intellectual property, the PFF representative recommended that we take this to the PFF for contract negotiations, since our recommendation is creating a change in the job description of the chair.
- 2. Satisfaction Surveys: In May Lillian had contacted Michelle Barton who expressed an interest in conducting this survey, which was supposed to sent out for Spring students in June to match the study that the state was conducting. After sending the survey questions as well as our Survey Gizmo results from last year, the Research Office did not conduct the research. Michelle mentioned that the return would be so small by sending it out after the semester ended.
- 3. POET statistics: 9 new POET certificates this academic year since the last Faculty Tea, and a total of 74 validated instructors to date.
- 4. The Accreditation Report is being finalized; Lillian attended review meetings over the summer in order to ensure that our activities are included.
- 5. With the retiring of Sandbox, we need to move our Committee site. Lillian has set up a site in order to have our documents publicly available. The site is in progress.

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

MEETINGS:

SCHEDULE (LL 104), 2:00 – 3:30 pm / 2nd, 4th Thursdays
9/11
9/25
10/9
10/23
11/13

ADJOURNMENT: The meeting was adjourned at 3:28 pm.

From April 24, 2014 Minutes

Motion to Support Implementation of the Digital Information Literacy Assessment:

- 1) \$1,200 yearly to pay for the NorthStar Digital Literacy exam
- 2) Approximately \$20,000 for the SOA Gateway to transfer the payload from the current web gateway to our legacy PeopleTools component of PeopleSoft
- 3) Annual support from our IS department for the SOA Gateway until Palomar’s PeopleTools is updated (approximately 2 years from now)