

1 Meeting Logistics

Item	Description
Date	Friday, March 23, 2018
Time	10:00 AM
Location	Zoom

2 Attendees

Role	Name
Facilitator	David Hoyt
Note Taker	Carol Harber
Other Participants	Mervat Karout, Julia Wickett, Kathy Fant, Dustin Potter, Shane Ammons, Andrew Marcontell, Kelly Martin, Ben Miro, Brad Hennigan, Mark Garcia, Heather Webb-Losh
Not Attending	Ann Blackman, Doug Willis, Gary Hodge

3 Purpose

- Medium for communication between Information Technology and Academic Affairs on the current and new uses of technology for instruction to plan for the appropriate support infrastructure
- Research and discuss upcoming trends in instructional technology
- Identify, evaluate and recommend for implementation new instructional technology
- Review and revise procedures and parameters for technology usage
- Identify standard interfaces for instructional technology
- Review effectiveness of instructional technology
- Communication of committee decisions to the College community

4 Agenda

Topic	Owner	Minutes
Prezi Request	D. Hoyt	Request for Prezi license from Michelle Millen. She was directed to the Faculty Council. Mervat discussed it with her and believe it to be a good value add for faculty and students. Mark added that it would be a good idea to bring an Associate Dean into the meetings. Ability to download is a big plus. All faculty agreed to move it forward for IT review and purchase request if no issues.
Faculty Technology Committee Update	M. Karout	No update this month.
Environmental Scanning	A. Blackman	Mark mentioned that he knew someone who's Amazon account was compromised. The individual racked about \$9,000 is AWS server charges to use for bitcoin mining. He suggested that people put two factor authentication on the Amazon account.
Projects In Progress Review	All	
Action Items	All	
Other items	All	
Next scheduled meeting	All	Friday, April 27 th @ 10:00 am via Zoom

5 Action Items

Action Item	Owner	Status/Update

6 Projects in Progress

Project	Owner	Status/Update
Canvas Submitting Grades to Banner Update	M. Garcia	We do have some issues. Merged classes are an issue. Look to use some Express courses to test. Still in Beta. Not all classes use Canvas, so it would be a requirement. Dave mentioned a few version of grading in Banner is coming out soon.
ECAR Student Survey	D. Hoyt	Open until April 20. 218 response to far. 2 ½ weeks before it closes. Better response than last year.

Waiting for additional information, **In Progress**, **Follow-up** Needed