

# Educational Technology Advisory Committee

MINUTES

OCTOBER 15, 2015

2:00 – 3:30 PM

MELBOURNE 10-204

MEETING CALLED BY	Salli DiBartolo & Michelle Richard, Chairs
TYPE OF MEETING	Monthly Meeting
FACILITATOR	Salli DiBartolo
NOTE TAKER	Michelle Richard
ATTENDEES	Michelle Richard, Salli DiBartolo, Dr. Laura Sidoran, Emily Tonn, Dayla Nollis, Mandi Pedrick, Alton Ashton, Kelvin Coles, Dr. Kathy Cobb, L.J. Lee, Daryl Davis, Carrie Johnson
ABSENT/EXCUSED	Dustin Files, Stephen Gallagher, Carrie Johnson, Douglas Wendel, Betsy Wetzel

## Agenda topics

UPDATE: FACULTY ENLIGHT

DOUGLAS WENDEL

DISCUSSION	Tabled due to absence.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
E-mail Scott Herber from AAC to discuss linking Faculty Enlight to the College Website.	Douglas Wendel	By next meeting	

UPDATE: CANVAS TRAINING

MICHELLE RICHARD

DISCUSSION	Academic Affairs Council unanimously approved the recommendation that all students are required to take the CANVAS Orientation one time. The only time a student will need to retake the orientation is if there is a substantive change.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Have in place by April 2016.	Betsy Wetzel	April 2016	

UPDATE: TUTOR.COM

BETSY WETZEL

DISCUSSION	Tabled due to absence.		
CONCLUSIONS	Received subsequent email from Betsy Wetzel: "Dr. Cobb and I talked with the vendor and found that our current contract does not expire for another two years."		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Wait another year before thinking about the pilot.			

UPDATE/NEW BUSINESS:  
EDTECH SYSTEM

S. DIBARTOLO

DISCUSSION	Draft of EdTech System was reviewed and discussed.	
CONCLUSIONS	<ul style="list-style-type: none"> <li>• Directory Information to include “Check All That Apply”. College will state what we will give them and they will check which information they would like.</li> <li>• Dr. Sidoran revised the SAIL portion and submitted to Michelle Richard.</li> <li>• IT and Academic Technologies Section as to whether training and resources are provided.</li> <li>• Received subsequent email from Betsy Wetzel: “At this time the request is in the system. The department has many other requests well ahead of this one. We are doing major work to provide additional functionality for students and once that work has been completed we will have a chance to work on several other requests by faculty committees, which this is just one of those.”</li> </ul>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Final revisions to draft.	Michelle Richard	10/30/15
Set up a meeting with programmers to implement and receive an estimated date of completion.	Betsy Wetzel	By next meeting

UPDATE: CCLA/CANVAS

BETSY WETZEL

DISCUSSION	Tabled due to absence.	
CONCLUSIONS	Received subsequent email from Betsy Wetzel: “This has been reviewed by the IT department and we found no issues with it technically. The issue was the budgeting of the reoccurring costs. After chatting with Dr. Miedema and Mr. Laird, the issue was referred to Dr. Newman for resolution as she has been assigned the duties of Dr. Stahley.”	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None.		

UPDATE: MCMILLAN PUBLISHING  
INTEGRATION

BETSY WETZEL

DISCUSSION	Tabled due to absence.	
CONCLUSIONS	Received subsequent email from Betsy Wetzel: “Those items that have been submitted that are simple LTI via a Canvas update have been reviewed and can be updated. Since each McMillan Publishing piece is called something different, it has been hard to determine by faculty which piece has been approved and which hasn’t. We have not received or approved any sort of integration with McMillan outside of Canvas nor have we had any requests specifically since the last one from about a year ago which required us to load more data than we were currently loading to Canvas.”	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None.		

NEW BUSINESS: TURN-IT-IN

D. NOLIS

<b>DISCUSSION</b>	Turn-it-in is a tool inside Canvas for anti-plagiarism. If students in one class use another student's paper from a different class, the instructor is notified the student has plagiarized but will not be able to look at the plagiarized paper.	
<b>CONCLUSIONS</b>	The switch in Turn-it-in that will allow instructors to look at plagiarized papers by another instructor's student will be turned on so that this can happen.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Flip the switch. ☺	Dayla Nolis	ASAP

<b>NEXT MEETING:</b>	Thursday, November 12, 2016 @ 2:00 pm – Cocoa Campus, Bldg. 12-205
<b>SPECIAL NOTES</b>	None