

Educational Technology Advisory Committee

MINUTES

NOVEMBER 12, 2015

2:00 – 3:30 PM

COCOA 12-205

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, Mandi Pedrick, Douglas Wendel, Kelvin Coles, Betsy Wetzel, Dr. Kathy Cobb, L.J. Lee, Daryl Davis, Carrie Johnson, Jill Simser

Agenda topics

UPDATE: FACULTY ENLIGHT

S. DIBARTOLO

DISCUSSION	Academic Affairs Committee has a sub-committee working on the issues with Faculty Enlight. Douglas Wendel came at the end of the meeting and was asked to be a part of that sub-committee.		
CONCLUSIONS	Douglas Wendel will serve on the sub-committee.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None.			

UPDATE: ED TECH SYSTEM

MICHELLE RICHARD

DISCUSSION	The Ed Tech approval form and the Cost Benefit Information Sheet were discussed and reviewed. Both forms were approved in final draft form.		
CONCLUSIONS	Once both forms have had final revisions, forward both forms to Dr. Miedema and Richard Laird.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Revise forms & send to Laird & Miedema	M. Richard	By next meeting	

UPDATE: TURN IT IN

DAYLA NOLIS

DISCUSSION	Dayla Nolis to send an update via email to the committee.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Send email update.	Dayla Nolis	By next meeting	

NEW BUSINESS: LIBRARY
RESOURCES SINGLE SIGN-ON

JILL SIMSER

DISCUSSION	It was reported that the library resources single sign-on with CANVAS will cost approximately \$1500.00 per year (FALSC).		
CONCLUSIONS	In two years we will have a new integrated library system. The budget for this was approved on Thursday.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None			

NEW BUSINESS: COST BENEFIT
INFORMATION SHEET

S. DIBARTOLO

DISCUSSION	This is the information sheet that the vendor will fill out with regards to any software wished to be used by the college.		
CONCLUSIONS	Final revisions to be made to the form.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Revise form and forward to Dr. Miedema and Richard Laird along with the ETAC Approval Form.	Michelle Richard	By next meeting.	

OTHER: ANGEL COURSE
CONTENT

DR. COBB

DISCUSSION	Dr. Cobb informed the committee that there have been faculty who are still requesting course content from ANGEL. Faculty was given enough time to get everything they needed from ANGEL before the system went down.		
CONCLUSIONS	Faculty will no longer have access to ANGEL course content.	PERSON RESPONSIBLE	DEADLINE
ACTION ITEMS			
None			

OTHER: NEW MEETING TIME

DR. COBB

DISCUSSION	Changing the time of the ETAC meeting from 2:00 to 2:30 pm so more committee members may attend.		
CONCLUSIONS	Approved.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Next meeting will be at 2:30 pm.	Michelle Richard	By next meeting.	

OTHER: ANGEL/BLACKBOARD

DR. COBB

DISCUSSION	ANGEL/Blackboard has a process where archived gradebooks and Syllabus can be made available to the college. A price of \$13,000.00 per year was quoted. Dr. Cobb reported that the college still owes Blackboard \$17,000.00. She spoke with Dr. Miedema and the college does not want to pay for archives. Faculty members should keep copies of their gradebook and syllabi and should be able to provide such in case of an appeal.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None			

NEXT MEETING:	Thursday, January 21, 2016 @ 2:30 pm – Melbourne Campus, Building 10-204
SPECIAL NOTES	None