Educational Technology Advisory Subcommittee

MEETING CALLED BY	Chuck Kise, Chair
TYPE OF MEETING	Monthly Meeting
NOTE TAKER	Michelle Rezeau
ATTENDEES	Chuck Kise, Dustin Files, Dr. Daryl Davis, Sandi Lanza, Stephen Gallagher, Michelle Rezeau, Salli DiBartolo, Dayla Nolis, Kelvin Coles, Alton Austin, Dr. Kathy Cobb

Agenda topics

LMS SUBCOMMITTEE UPDATE   S. DIBARTOLO

DISCUSSION	Salli will be presenting Canvas to the Board of Trustees on 2/3/2014. Three faculty will start teaching with Canvas on 2/10/2014. Who wants to teach with Canvas in summer term? LMS and ETAS members are being solicited first. There are four face to face training sessions coming up soon with 80 trainee slots available. LMS is finalizing the list of trainees now. There will be Academic Technology Canvas training offered to all faculty in summer, fall and spring. Watch *News You Can Use* for training offerings.

CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OLD BUSINESS: STUDENT BASIC COMPUTER SKILLS   S. GALLAGHER

DISCUSSION	Stephen summarized the issue of students lacking necessary basic computer skills. Past solutions considered include requiring students to take a class or requiring students to take a test demonstrating their skills. Neither solution has been possible. Students can't be required to take a class because of existing curriculum constraints. A computer skills test is expensive and not all tests actually have students demonstrate the skill. There is also the issue of remediation. What to do with students that don't demonstrate basic computer skills? No subcommittee action has been taken yet.

	Chuck suggested Stephen's subcommittee look at what skills are needed by students? Have needs changed over time? Maybe survey faculty to find out what issues they see in their classes? Sandi suggested rather than survey all faculty, survey a sampling of faculty across all disciplines that use Angel heavily. Once Stephen's subcommittee has a recommendation it will be reviewed by the entire ETAS and then Chuck will present to the AAC.
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Draft a recommendation for basic computer skills	S. Gallagher and subcommittee volunteers	By next meeting

OLD BUSINESS: THIRD PARTY WEB SITES   C. KISE

DISCUSSION	Chuck presented a draft of the 3rd Party Web Sites Selection Guidelines. Currently there are 40 courses that use a 3rd party web site. Third party web sites are a concern because of FERPA, OSD and IT requirements and impacts. The guidelines will be used by faculty to work with the web site vendor to determine compliance. Documentation of compliance gathered by the faculty and vendor will be presented to ETAS for final review. The intention is not to make web site evaluation difficult.
CONCLUSIONS	Committee reviewed and discussed the guidelines in depth. Several suggestions were made. Chuck will revise the document and share with the committee.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Revise guidelines	C. Kise	By next meeting
Send any additional feedback to C. Kise	Committee	By next meeting

NEW BUSINESS: WEB CONFERENCING TOOL RENEWALS   D. NOLIS

DISCUSSION	There are two web conferencing tools being used at EFSC, Collaborate and Wimba. Both are up for renewal in August. Renewal costs are not yet available. Since Canvas has a web conferencing tool, is there a need to renew Collaborate or Wimba? However, Canvas won't be available to all users until January 2015 so there would be a gap in web conferencing capabilities.

	A possible solution would be to purchase individual licenses on a case-by-case basis for those faculty that need Collaborate or Wimba. How many licenses would be needed? Who negotiates the contracts for Collaborate or Wimba? Academic Technology needs to know what training to provide to faculty.		
CONCLUSIONS			
ACTION ITEMS		**PERSON RESPONSIBLE**	**DEADLINE**
Follow up on licensing questions with Betsy Wetzel		C. Kise	By next meeting
Gather information about Collaborate, Wimba and Big Blue Button (Canvas' tool)		Mark Mitchell	By next meeting

OTHER ITEMS

DISCUSSION	**SoftChalk**: Salli asked if we have cloud or desktop storage? SoftChalk works nicely with Canvas. There are many issues with Cloud technology. The committee should monitor developments in Cloud technology as it relates to education. **Windows XP**: Alton mentioned that Microsoft announced they will no longer be supporting Windows XP as of April 2014. What are the impacts for EFSC? Our version of Banner is not compatible with newer versions of Windows. This could be a big issue.		
CONCLUSIONS			
ACTION ITEMS		**PERSON RESPONSIBLE**	**DEADLINE**
Follow up with Betsy Wetzel		C. Kise	By next meeting

Next Meeting: February 27, 2014 2:30 – 4:00 Melbourne Campus, 10-204