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| **LCC Technology Across the Curriculum (TAC)** | **09/22/2017****9:30-11:00 AM****TLC 127** |
| Attendees: Co-Chair Kevin Bubb, Co-Chair Bruce Farris, Tom Field, John Hendzel, Dan Holt, Carrie Miller, Marc Smyth, John SzilagyiAbsent: Margaret Elias, Bill Garlick, Andy George, Linda Hamlin, Leslie Johnson, Kateri Lehr, Jim Luke, Ed Suniga, Paul Schwartz, Brenda Young |
| **Meeting Notes** |
| **Agenda Review / New Agenda Items*** Marc Smyth asked if Justus Rohlfs could be added to the October agenda to discuss Lecture Capture equipment and strategies for feedback from faculty members. Yes.
* TAC Committee Charter
	+ TAC is a Standing Committee of the Academic Senate and we were informed that a committee charter is required.
	+ A draft charter was presented, discussed, and approved and will be submitted to the Senate
	+ John Szilagyi offered to solicit a student representative on the committee from among the Library’s student employees
* Bruce reported that due to staffing constraints in CTE Leslie Johnson will not be able to attend TAC for several months. He also reported that for the same reason, CTE is seeking someone else to administer the lynda.com licenses.
* Dan reported that several dry dock computers in A&S 020 did not work at the beginning of the semester. He asked if they could be checked out before the semester starts in the future. Kevin will follow-up with Brenda Young.
* Bruce mentioned an email from Jim Luke asking about a potential replacement for the ScanTron device that stopped working last Spring. Kevin reported he sent an email to Lisa Webb Sharpe and Chris MacKersie asking about this.
 | Standing Item |
| **Task Log Review*** See Task Log for updates
	+ Technology Assistance for Students (survey)
 | Standing Item |
| **Technology Usability and Training*** No update
 | Standing Item |
| **Next Meeting*** October 20, 9:30-11:00am, TLC 127
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