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| **LCC Technology Across the Curriculum (TAC)** | **10/20/2017****9:30-11:00 AM****TLC 127** |
| Attendees: Emma Bostwick (student), Co-Chair Kevin Bubb, Margaret Elias, Co-Chair Bruce Farris, Linda Hamlin, John Hendzel, Dan Holt, Mark Kelland, Kateri Lehr, Jim Luke, John Szilagyi, Brenda Young, Absent: Tom Field, Bill Garlick, Andy George, Leslie Johnson, Paul Schwartz, Marc Smyth, Ed Suniga |
| **Meeting Notes** |
| **Agenda Review / New Agenda Items*** Kevin Bubb introduced our new student representative Emma Bostwick and welcomed Academic Senate President Mark Kelland.
 | Standing Item |
| **Lecture Capture Equipment and Strategy*** Justus Rohlfs gave an introductory presentation of the College’s Kaltura lecture capture capabilities and the new Lightboard to the Committee.
* Faculty were encouraged to give these tools a try and to provide feedback.
* A point was raised about the steps faculty should follow regarding classroom technology at the end of their class. Meg Elias will explore CTE development of a checklist.
* It was agreed that this presentation should be made to the Academic Senate in the near future.
 | Justus Rohlfs |
| **TAC Committee Charter Update*** The draft Charter was submitted to the Academic Senate Leadership for review. The goal is for the Charter to be presented to the full Academic Senate for adoption by the end of the Fall semester.
 | Kevin Bubb |
| **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*** November 17, 9:30-11:00am, TLC 127
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