|  |  |
| --- | --- |
| **LCC Technology Across the Curriculum (TAC)** | **11/17/2017****9:30-11:00 AM****TLC 127** |
| Committee Leadership:* Kevin Bubb – bubbk@lcc.edu
* Bruce Farris – farrisb@lcc.edu

Committee Purpose:This standing committee of the Academic Senate provides leadership and support to academic areas related to technology for the continuous improvement of student learning.Charge to the Committee:1. Identity and resolve technology related issues that affect the teaching and learning process.
2. Identify, test, and implement innovative technology solutions that support effective teaching pedagogies.
3. Identify and remove technology barriers to student success.
4. Engage in dialog and collaborate with faculty consumers of technology to advance the teaching and learning mission of the college.
5. Collaborate with Academic Senate Standing Committees on issues related to technology.
6. Effectively communicate updates, as needed, about technology items related to continuous improvement of student learning.
7. Regularly report the TAC Committee’s progress to the Academic Senate, retain committee approved meeting minutes, and maintain a representative membership.
 |
| Attendees: Emma Bostwick (student), Co-Chair Kevin Bubb, Tom Field, Bill Garlick, Linda Hamlin, John Hendzel, Dan Holt, Leslie Johnson, Mark Kelland, Kateri Lehr, Jim Luke, Paul Schwartz, John Szilagyi, Brenda Young, Absent: Margaret Elias, Co-Chair Bruce Farris, Andy George, Marc Smyth, Ed Suniga |
| **Meeting Notes** |
| **Agenda Review / New Agenda Items*** Lynda.com licenses: Leslie reported that CTE will continue to administer the licenses. ITS has budgeted for the license renewal.
* Kevin reported that Bruce and he made a presentation about the committee to the Academic Senate at their last meeting. Jim, Leslie, and Dan also made statements supporting the work of the committee. Hopefully, this will result additional faculty members.
* Justus Rohlfs will attend the December 8 Academic Senate meeting to make a presentation on the College’s Kaltura lecture capture and lightboard capabilities.
* Kevin shared with the committee that the College has an Accessibility Initiative underway. A work group has been meeting to develop the scope of the effort and a project plan.
* Jim suggested that some classrooms need two screens so that different images can be displayed at the same time. Kateri requested that examples be forwarded to her so that this can be considered as part of the Kaltura rollout.
 | Standing Item |
| **TAC Committee Charter Update*** A revision to the draft committee charter was presented and discussed. The committee approved the revision and Kevin will forward it to Peggy Dutcher for consideration by the Academic Senate.
* Kevin reported that our meeting notes will be sent to Peggy Dutcher for posting on the Academic Senate’s web page. The format of the notes will change to be consistent with other Standing Committee reports. Dan suggested that the committee’s Purpose and Charge be a link to the web page rather than be included in the meeting notes.
 | Kevin Bubb |
| **Task Log Review*** See Task Log for updates. The “Technology Assistance for Students” task was closed. Future technology barriers to student success will be addressed under the Technology Usability and Training topic.
* There are currently no open tasks.
 | Standing Item |
| **Technology Usability and Training*** Student use of technology such as Google Docs
	+ Leslie reported that students need assistance with using software applications such as Google Docs.
	+ Articles in the Five Star Service Center knowledgebase was suggested as a possible resource for students. Brenda requested examples of challenges that students face so that “how to” articles can be developed.
	+ It was also suggested that notices about Five Star being a resource to students be posted using D2L.
 | Standing Item |
| **Next Meeting*** January 26, 9:30-11:00am, TLC 127
 |  |