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| **LCC Technology Across the Curriculum (TAC)** | **4/19/2019**  **9:30-11:00 AM**  **TLC 127** |
| **Link to TAC Committee web page:** [TAC Committee](https://internal.lcc.edu/provost/senate/standing-committees/tac.aspx) | |
| Attendees: Co-Chair Bruce Farris,Tom Field, Bill Garlick, John Hendzel, Jennifer Hilker, Dan Holt, Jim Luke, Paul Schwartz, Mark Smyth, John Szilagyi, Brenda Young  Absent: Co-Chair Kevin Bubb, Michelle Curtin, Andy George, Kateri Lehr, Megan Lin, Mike Tuell | |
| **Meeting Notes** | |
| **Agenda Review / New Agenda Items**  **Sharing documents with students on Office 365 for collaboration (Bruce)**   * Faculty members have asked about sharing Office 365 docs with students. In discussions with John H question has arisen as to why students are not in our office 365 domain. * John reiterated that before we could move students to our Office 365 domain work still has to be done on the ID project and authentication * Committee discussed how pandemic and conversion to online might increase need for cloud-based functions in pedagogy and work in college   **WebEx Training Breakout Sessions (Bruce)**   * Bruce – faculty member asked whether there is a way to pre-assign groups for breakout sessions so they can be consistent from one breakout to the next * John – can do in trainings but to preassign groups one must enforce registration (students would have to click link to register). John did not know whether that would have to be done for each recurring meeting or if it could be done once for recurring meetings – but he will test and get back to us. * John also pointed out that trainings is still an old product that hasn’t had the updates that meetings (which now has breakout sessions) has   **TAC Committee Chair and Senate requirement (Bruce)**   * Currently, TAC is a Senate Standing Committee and at least one of the co-chairs must be a Senator according to TAC charter. Neither Bruce or Kevin are Senators. * Bill Garlick is currently a Senator but indicated his workload was such that assuming chair position was not a good option at this time * Committee agreed that current structure of co-chairs from faculty and ITS works well and should continue * Jim Luke – with pandemic and conversion to online, technology is becoming even more critical in pedagogy and Senate and TAC involvement in how technology decisions (both what the College adopts and what capabilities are made available in that technology) is important. Keeping TAC as a standing committee is desirable to do that. * We will wait for Senate guidance and continue this discussion next meeting if necessary   **On-campus printing (John)**   * All LCC students can now print to HHS building and pick up their printing there * WC printing needs met as well   **On-campus internet connections for students (Jennifer)**   * Jennifer asked about where students with no or slow internet connections could go on campus for internet connection (especially needed for students in ORT classes) * Tom – on main campus outdoor areas and parking areas have good coverage. On west campus cafeteria tables are available   **Virtual Desktop (Paul)**   * Employees using VPN on their personal devices will be moved to virtual desktop * If they need software /capability on the virtual desktop they should follow up with Help Desk | Standing Item |
| **Task Log Review**   * See Task Log report | Standing Item |
| **Technology Usability and Training** | Standing Item |
| **Next Meeting**   * October 18, 9:30-11:00am, TLC 127 |  |