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| **LCC Technology Across the Curriculum (TAC)** | **11/13/2020****9:30-11:00 AM****WebEx** |
| **Link to TAC Committee web page:** [TAC Committee](https://internal.lcc.edu/provost/senate/standing-committees/tac.aspx) |
| Attendees: Co-Chair Kevin Bubb, Co-Chair Bruce Farris, Tom Field, Bill Garlick, John Hendzel, Jennifer Hilker, Dan Holt, Megan Lin, Jim Luke, Paul Schwartz, Marc Smyth, John Szilagyi, Mike Tuell, Brenda YoungAbsent: Michelle Curtin, Andy George, Carrie Miller |
| **Meeting Notes** |
| **Agenda Review / New Agenda Items*** Library laptop loaner program
	+ John S. reported it is going well. We still have some laptops that can be added to the program if needed.
* Lecture Capture
	+ Going to the Board on Monday for approval to expand lecture capture classrooms on campus.
	+ Jim L. raised point that the college may need to have a policy discussion related to privacy and equity concerns associated with the use of lecture capture and video conferencing solutions.
	+ Dan H. pointed out that using a video conferencing solution invades the personal space of the student.
	+ Need to make students aware they can select a background so their location is not visible. However, there are issues with this.
	+ If the lecture capture is recorded there are retention issues.
	+ Need guidelines related to an option to turn off webcams during class.
	+ Kevin B. will share this discussion with Sally Welch.
	+ Megan L. will add this topic to the Strategic Plan Online Learning Committee’s agenda.
	+ May be a topic for discussion at Academic Senate.
* Online Learning
	+ Students should be made aware during orientation of minimal computer and internet requirements to successfully take an online course.
	+ Perhaps provide an internet speed test link on college’s website.
	+ Discourage using a smart phone to take an online class.
* VDI
	+ Dan H. shared that moving files in a VDI environment requires many steps. Requires use of a flash drive. Need a drag and drop capability.
	+ Tom F. will follow up with his team for a better solution.
* Next Meeting
	+ December meeting is canceled due to end of semester activities and the holidays. Next meeting in January.
 | Standing Item |
| **Task Log Review*** No outstanding items.
 | Standing Item |
| **Technology Usability and Training*** See discussion items above.
 | Standing Item |
| **Next Meeting*** January 15, 2021, 9:30-11:00am, WebEx
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