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| **Technology Across the Curriculum Committee Agenda** | **04/15/2022****11:00am-12:00pm****WebEx**  |
| *Members*: Justin Barnaby, Katheryn Chiapelli, Co-Chair Bruce Farris, Co-Chair Bill Garlick, Andy George, Kellee Goff, John Hendzel, Jennifer Hilker, Dan Holt, Susan Jepsen, Megan Lin, Jim Luke, Chris Richards, Kathy Robinson, Paul Schwartz, Marc Smyth, Joann Silsby, John Szilagyi, Brenda Young |
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| Agenda Review/New Agenda Items * Welcome to new member Kathy Robinson
* Senate Group for discussion on plagiarism

Continuing to meet and define what we are looking at as a focus of the group. Next meeting will develop and present a survey that will go out to all faculty in fall. Presentations on Intellectual Property and impact on both students and faculty and the cross between topics. Cheating online has grown in recent times and there is a need to address this. Distinctions made between always online classes and urgently moved to online. Intersections in culture of care. * Webcam recommendations for classroom lecture station

Hardware standards need to accommodated for with greater rollout. Further collaborations will take place to solve those issues. Some webcams have been deployed for testing and are being evaluated. Continuing with discussions and evaluations. Group is giving the approval for Marc and team to continue rollout and communication while TAC is on summer break. * Webex and microphone follow-up

Webex assistant and ultrasonic detection for room kits. The microphone light was listening for the room kit, which for most people on campus who may not use the webex rooms can disable that feature. Webex assistant is listening for voice commands when microphone is unmuted. This is only available to individuals who have licensing which all faculty members do. Generally the webex application is not doing things inappropriately with listening when it ought not be. There are potential for hardware interference or application software bugs but this is rare and not something we have experienced at the college. If you hear rumors or articles posted or anything that is confusing or of concern, please reach out to ITS so we can investigate or address.* WebEx for student use

LCC has implemented all configuration changes necessary to make this happen. Waiting for Cisco to provide us the licensing for our students. * Proposed new late enrollment policy – can instructors be automatically notified of late adds?

Desire to have notification when a student would add late to a class so faculty members are aware. Also lag time getting students in D2L.In May Elearning is rolling out changes to D2L to reduce the time delay of getting students into the course shells.For notification of students being added to classes, ITS will have to make some coding changes but this should be all doable and would be good to make as a change regardless of whether late enrollment as a mechanism is supported. Kellee will take that request to Student Affairs for request and analysis.Point made: students should still have a responsibility to engage with the faculty member when added late.* Feedback mechanism for technology issues

TAC is always an appropriate place for discussion of issues where the intersection is with the classroom and faculty and subject matter experts in the technology. Great for discussion and concerns that can wait until a TAC meeting. For other immediate/urgent needs recommendation to reach out to the helpdesk.* Hy-Flex classrooms

Megan to have PA days walkthrough of the experience of a hy-flex class. With faculty experiencing both the in room and online student experience. CTE will have ongoing support for faculty and abilities to practice.A/V services are getting requests from different areas for setting up technology in classrooms. ITS is asking that prioritization and logistics continue to be funneled through the provost’s office. Many other schools are engaged in offering this flexibility of modality. The success of this option is highly dependent upon the class material and methods of instruction delivery. **Other discussion*** Joann Silsby had issues with setting up and using a hybrid meeting environment at west campus.

The complexity of the conference rooms at west campus is different from lecture capture room configurations to allow for various room configurations. Recommendation to call helpdesk in advance to work out new room technology walk-through.  | Standing Item |
| Task Log Review  | Standing Item |
| Technology Usability and Training | Standing Item |
| Next Meeting and Call for Agenda Items* Future Meetings?
* Next meeting will be scheduled for September.
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