COE TECHNOLOGY ADVISORY COMMITTEE

TAC
Thursday, November 20, 2013
11:00 a.m. - 12:00 p.m.
Eureka Hall 221

AGENDA

1. **Confirm Committee Members:**
   a. Liles will be representing CATTE on TAC, so all positions on the committee are now filled

2. **Refine and Review Charge:**
   a. Last Meeting’s Revisions
      i. Changed to 9 total members (no non-voting member)
      ii. Provide faculty training = Promote faculty and staff technology-related training
   b. Discuss Dean Sheared’s recommendations and finalize charge

3. **DAC Report:** (McHugh)

4. **AITC Report:** (Liles)
   a. FYI:
      i. AITC has sent forward a proposed Computer Lab Scheduling Policy to the Executive Committee for review and approval
      ii. AITC’s next project is to begin drafting a Social Media Policy/Responsible Use Guidelines for the campus

5. **COE Webpage:**
   a. Discuss with O’Donnell adding a page for TAC
   b. Discussed in prior meetings what to include, review minutes
   c. Set a deadline for this to occur
      i. Perhaps work on it during next meeting?

6. **SPAR Report:** (Chung)
   a. SPAR discussed sending out a survey to faculty about technology – was it recommended that TAC will do this?
      i. Discuss survey, deadline, etc.

7. **Upgrade List for Smart Rooms:** (Liles)
   a. FYI:
      i. Liles did not receive recommendations from the committee so sent forth the following recommendations to the Dean
         1. Highest Priority
            a. EUR 415 – Intermediate Smart (instructor computer and podium)
            b. EUR 315 – Intermediate Smart (instructor computer and podium), White board
            c. EUR 307G – Intermediate Smart (instructor computer and podium)
         2. Moderate Priority
            a. EUR 415 – Elmo
      ii. If other recommendations do exist, we will include them in the Wish list

8. **Wish List:**
   a. By next meeting, each committee member will meet with program area group/branch and begin collecting recommendations and priority of each recommendation
   b. We will begin compiling recommendations at December meeting

9. **Next Meeting:**
   a. December 19, 2013 from 11:00-12:00 in EUR 221