academic technology

Minutes

**Date**: March 15, 2019

**Time**: 2:00

**Facilitator**: Ellie Bunting

# Approval of Minutes

The minutes from the February meeting were approved.

# Proctorio Sub-Committee

Alicia Callahan made a brief presentation on the Proctorio sub-committee’s progress. The committee has met and is presently researching alternative online testing options as well as ways to improve the present system.

# OER Update

The administration has agreed that the textbook affordability committee should work with the OER task force in moving forward with OER initiatives. An ad hoc (or standing) committee will be formed separate from ATC to deal with the OER initiative and the textbook affordability rules. The COP regarding textbook selection as well as the CNA language on textbooks will need to be tweaked to meet the OER initiatives.

# Online Certification of Faculty

There is a problem with the present online certification process. Eleven faculty members are teaching online course who have not passed the certification process. This occurs when online courses are scheduled without instructors and the deans can’t find anyone with certification willing to teach the course. One problem with our present system is the timing. Adjunct faculty don’t get access to college emails, Canvas, etc until right before the semester starts. More time is needed for these faculty members to have access to the online courses and to complete the training prior to the start of classes.

# Course Development

The course development process that we have used in the past needs to be improved. Roz is looking at a new process that would include a course that prepares faculty for course development. This course (DEV 101) would require training in Quality Matters, OER, accessibility, course design, etc. More information on this proposal will be available at the April meeting.

# Next Meeting

April 19, 2019 | 2:00 in TLC

Motion to adjourn was passed.