Academic Technology Committee
Agenda Sheet

Facilitators: Stephanie Burnham (Co-Chair)   **Date**: 10/14/2022
Marlow Lemons (Co-Chair)   **Time**: 9am – 10am

Notetaker: Janet Quezada   **Location**:   Zoom

Attendees:

x	Loic Audusseau	x	Ryan Gan		Richard Perkins
	Elana Azose		Brian Krause		Carolyn Pineda
	Jonathan Bryant	x	Tiffanie Lau	x	Janice Pon-Ishikawa
x	Stephanie Burnham		Marlow Lemons		Jenny Simon
	Ryan Carey		Lewis Gray		Hiep D. Tran
x	William Carter		Dean Lofgren		Claudio Vilchis
	Joyce Dallal		Mark Malonzo	x	Oscar Villareal
	Nancy Freeman		Andrea Micallef	x	Moses Wolfenstein
		x	Kristine Numrich		Michael Wynne

Agenda:

I.   Approval of minutes from the last two meetings
II.   Discussion of future meetings' modality (in-person, online, HyFlex)
III.   Second reading of the revised objectives, scope, and yearly plan for the committee
IV.   Planning for the 2023 Ed Tech Conference

EL CAMINO COLLEGE
MINUTES OF THE ACADEMIC TECHNOLOGY COMMITTEE MEETING
OCTOBER 14, 2022
MINUTES

> The Academic Technology Committee is a sub-committee of the
> College Technology Committee and the Academic Senate that
> focuses on the academic technology needs of the college.

Review Minutes
Ryan Gan motioned to approve the minutes, Loic Audusseau second. All in favor to
approve minutes from May 27, 2022.

Discussion of future meetings' modality (in-person, online, HyFlex)
S. Burnham spoke to Darcie, the Academic Senate President and she had mentioned that
the Academic Technology Committee is considered a Subcommittee of Senate and have
to follow the Senate rules, and Senate is being called back in person because of the
Brown act.

Because this committee does not report anything to the Senate floor, and this meeting is
more of an advisory committee, the meetings for this committee can continue to be
meeting online.

Academic Technology Committee members included in the chat that they would prefer to
continue meeting on Friday's at 9am, via zoom.

Second reading of the revised objectives, scope, and yearly plan for the committee
S. Burnham displayed the official draft of the purpose of this committee that was
discussed at the last meeting. She broke it up into two things, based on everything that
was discussed and also included the yearly plan. Reminder, the objective of this
subcommittee needs to be submitted to Senate.

Draft of objective and scope:

*As a subcommittee of the Academic Senate Academic Technology Committee. The ATC is
established to bring together diverse and informed voices for the purpose of ensuring the
adoption of academic technologies in a fair and equitable manner. The ATC strives to
educate and bring awareness of the latest technologies and innovative instructional
practices, as well as teaching strategies, using technology in both the physical and
virtual classrooms.*

Purpose:
The ATC's purpose is to serve as a lens to focus increasing attention on the ways in which technologies affect teaching and learning. The committee investigates, and, if needed, recommends emerging technologies, processes, and tools to be integrated into educational practices. The ATC also provides a forum for faculty and staff who interact with students daily to communicate their technology needs and provide feedback on current technologies.

Discussion regarding draft:

- The word investigate should be replaced with researches.
- It was mentioned if IT should be included somehow in the draft/purpose.
- The ATC committee works more with faculty, counselors or others who are in the classroom to discuss any recommendations and/or suggestions on a daily basis, and not IT.
- Add to draft, communicate those needs to the Campus Technology Committee.
- Maybe include the conference or some language that captures the capacity of this committee to have that kind of output to create things.
- Include under objective and scope; create opportunity to faculty and staff to engage with emerging technology.
- Possibly replace, in addition, to for example under objective and scope.
- Include someway evaluating new technology under 2022/2023 academic plan.
- Include date of the next Educational Technology Conference.

The committee continued to work together to edit the purpose of this committee. S. Burnham edited the draft during sharing screen with everyone. S. Burnham will share the draft at the next meeting for another final revision.

Planning for the 2023 Educational Tech Conference

- Hyflex will be the main theme
- It will be in person
- 3 breakout sessions offered as a Hyflex modality
- It was suggested if many presenters are available then adding a virtual second day could be ideal.
- It was recommended to reach out to CVC@ONE if there are opportunities or expertise that could be presented.
- Having a workshop on what was learned from online teaching.
- S. Burnham will reach out to P. Marcoux on the past keynote speaker that K. Numrich mentioned.
- Possibly include a breakout session on low tech class and what basic technology can be used.