

## Faculty Technology User Committee Minutes

<b>Date</b>	February 22, 2006
<b>Time</b>	Called to order at 3:32 pm and adjourned at 4:26 pm
<b>Place</b>	Library 112
<b>Members Present</b>	D'Dee Grove, Mary Dodson, Catheryn Lankford, Sarah Uselding, Alan Kee, Shannon Cornell, Jan Hinds
<b>Members Absent</b>	Paul Whitfield, Tony Thomas
<b>Guests Present</b>	
<b>Purpose</b>	To determine the questions for a college wide needs assessment survey to identify what technology faculty are currently using and what they need.

<b>Topic</b>	<b>Information/Discussion</b>	<b>Action to be Taken, Decision, Recommendation, Timeline</b>
<b>Approval of Minutes</b>	Minutes were read individually by members prior to meeting.	Minutes were approved.
<b>Presentation by Mary</b>	Mary sent out an email to the Language, Communication, and Fine Arts Division requesting suggestions for technological concerns. She compiled the results into a list of the top 8 responses.	Suggestions Mary received from her division included a technology fee, equitable distribution of equipment, more adequate computer labs, and other suggestions.
<b>Technology Needs Assessment Survey</b>	<p>In response to the charge given by Brad Johnson and Dr. Paul Matney at the last meeting, discussion began on designing a survey to determine faculty technology needs.</p> <p>D'Dee recently learned that the implementation of a new portal would shift the server off campus, which poses a problem for the current version of Par Score. The Nursing division may consider an upgrade to a web-based version of Par Score, if cost effective. Her research shows that a minimum of 2685 hours are required to test students using Par Score in the Nursing Division.</p> <p>Mary reported that discussion of the portal took place in the Senate with Victor Fite. In the long run, the portal would be cost effective because it shifts maintenance off campus and reduces the burden on AC IT personnel.</p>	The committee members decided that the survey should ask faculty members to rate how important their current technology is, include comment lines for what they like and dislike about their current capabilities, and request suggestions for new technology. D'Dee will meet with Brad Johnson to submit the questions, and he will design and send out the survey. A deadline will be set for the survey, and the results will be compiled and returned to the committee for further analysis.

<b>... Technology Needs Assessment Survey</b>	A general discussion took place over the testing practices of the faculty members present. Such practices as traditional pencil and paper testing, writing compositions at a computer, using a scantron, or taking a test on a computer with Par Score were a few of the testing formats mentioned. The survey will help identify the many needs of such diverse testing practices.	
<b>Minutes on the Web</b>	Shannon mentioned that minutes can be posted on the intranet. In addition to providing helpful information to the college through this venue, Mary pointed out that this would be a good resource for faculty members and department chairs during rank and tenure petitions.	Minutes will be posted on the web after approval.
<b>Rotation of Terms</b>	D'Dee suggested that we stagger terms of 1, 2, and 3 years.	Catheryn will complete this year on the committee and rotate off, and Mary volunteered to serve a 1 year term.
<b>Next Meeting</b>	D'Dee will call the next meeting following the deadline of the survey.	Date TBA

Respectfully Submitted,  
Shannon Cornell