

Faculty Technology User Committee Minutes

Date	April 30, 2007
Time	Called to order at 3:35 and adjourned at 4:05 pm.
Place	Washington Street Campus, Library, Room 112
Members Present	Jan Hinds, D'Dee Grove, Steven Beckham, Bill Young, Shannon Cornell
Members Absent	Mary Dodson, John Balke, Sarah Uselding, Alan Kee
Guests Present	Lou Ann Seaborn, Associate Dean of Instruction
Purpose	To present various faculty questions and concerns to Lou Ann Seaborn

Topic	Information/Discussion	Action to be Taken, Decision, Recommendation, Timeline
Approval of Minutes	Minutes were read individually by members.	Minutes were approved after corrections.
New Business	<p>Lou Ann began the meeting describing her numerous job responsibilities. Programs she helps to coordinate include dual credit, some online education, and prison courses. In addition, she helps with Tech Prep and the part time faculty training program.</p> <p>As a member of the online classes committee, Lou Ann explained that their focus is to improve the security of online courses, solidify standards, and to examine best practices. Concerns were raised about changing over from WebCT to Course Compass. Lou Ann mentioned that the committee was looking into ways of making a smooth transition from one content manager to another, though the details of the transition are still questionable and under study.</p> <p>Shannon presented a question about faculty concerns regarding the timing of registering dual credit students. Lou Ann feels confident that even though high school courses and Amarillo College courses begin on the same day, that the majority of students will already be enrolled by the first day of class. Many Seniors-to-be will have registered before completing their Junior year this spring. Other students will register during the week before school starts at their respective high schools. In addition, Lou Ann will send out a</p>	<p>Faculty members can expect a change from WebCT to either a newer version of Web CT or to Course Cruiser, though when this will occur is still under study.</p>

	<p>letter reminded students of registration and testing dates this summer.</p> <p>Lou Ann took an opportunity to educate the committee on the functions of prison program at AC. Two certificates, Computer Science and Diesel Mechanics, are offered to inmates who pay their tuition after being released as a condition of parole. Lou Ann commented that the work at the Clements and Neal units is very rewarding, especially during the two graduations offered each year.</p> <p>Lou Ann reported that the part time faculty training has also been very helpful in giving a sense of belonging to part-time teachers at AC. Each Spring 8 two hour sessions are offered, but not required, regarding human resource issues such as privacy laws and sexual harassment as well as teaching tips on writing a syllabus, lecturing, using the library, and writing tests.</p> <p>.</p>	
Next Meeting	Next meeting to be scheduled by chair via email for September.	

Respectfully Submitted,
Shannon Cornell