Academic Technology Committee (ATC)
Minutes
May 2, 2003

Attendees: Dick Barton, Francis Baylen, Lyn Clemons, Susie Dever, Joe Georges, Alice Grigsby, Dwayne Hayden, Tom Jackson, Bob Lewis, Dave Murphy, John Ruggirello, Louis Sinopoli, Howard Story

Next Meeting: **Friday, June 6, 2003** – 9:30AM - 11:00AM
Library 202

The Minutes of the April 4, 2003 meeting were approved as written.

Joe Georges reported to the committee that the ATC will recommend that a certain amount be set aside for software acquisition during 2003-04. This will be on the agenda for the next ATC meeting.

Susie Dever led a discussion of version four of the Academic Website Management white paper. She pointed out that the coming summer would be the optimum time to begin restructuring the ECC website. Academic website management is a collaborative effort that should include Public Information and ITS, as well as Academic Affairs. Members were urged to send comments and suggestions to Susie; she will revise the white paper and re-send to all.

During the discussion it was noted that the California Virtual Campus Professional Development Center website is data-driven and participatory, though the two don’t necessarily go together. It was also mentioned that most faculty at ECC do not have a website. Faculty websites have now become an important means of communicating information to both current students and prospective students.

Alice Grigsby commented that the white paper proposes a model involving a new relationship between Academic Affairs and ITS. Academic Affairs would assume primary responsibility for maintaining site content, though ITS would still be involved in matters such as Internet security.

Howard Story said that Public Information would like to standardize the El Camino website.

Some recommendations were made, as a result of the discussion:

- “Recruitment of Students” should be added under website functions
- What we need in Academic Affairs is a system for maintaining, managing, and coordinating up-to-date and accurate content
- The responsibility for maintaining website content necessarily must be spread among many people instead of a few.
The next step will be to produce a final version of the white paper and make it available to others, including Vice President Hata, Alex Kelley, Ann Garten, the ECC Technology Committee and Deans/Directors.

The ATC meeting moved on to discuss the software survey results. Those can be reviewed on the ATC website. Still needed is some information regarding:

1. On-going software licenses
2. Up-graded software needs
3. New software for labs

We will want a flat dollar figure per up-graded station. It was noted that some software on faculty machines is used for instruction.

**Announcements:**

Howard Story mentioned that at the next DEAC meeting, the Committee plans to choose one course management system as the preferred system at ECC for 2004-05 and beyond.

Joe Georges updated the ATC on developments in the CVC learning objects repository.

We will return to reviewing the ECC draft Technology Plan at our next meeting. The goal is to provide input from an Academic Affairs perspective to the College Technology Committee.