



Academic Technology Committee Agenda Sheet

Facilitators: Stephanie Burnham (Co-Chair)
Marlow Lemons (Co-Chair)

Date: 11/18/2021
Time: 1:15pm-2:15pm

Notetaker: Janet Quezada

Location: Zoom

Attendees:

<input checked="" type="checkbox"/>	Loic Audusseau
<input type="checkbox"/>	Elana Azose
<input type="checkbox"/>	Nzita Bell
<input checked="" type="checkbox"/>	Stephanie Burnham
<input type="checkbox"/>	Ryan Carey
<input type="checkbox"/>	Lyn Clemons
<input type="checkbox"/>	Joyce Dallal
<input type="checkbox"/>	Nancy Freeman
<input checked="" type="checkbox"/>	Ryan Gan

<input checked="" type="checkbox"/>	Briita Halonen
<input type="checkbox"/>	Brian Krause
<input checked="" type="checkbox"/>	Tiffanie Lau
<input type="checkbox"/>	Marlow Lemons
<input type="checkbox"/>	Lewis Gray
<input type="checkbox"/>	Mark Malonzo
<input type="checkbox"/>	Kristine Numrich
<input type="checkbox"/>	Richard Perkins
<input type="checkbox"/>	Carolyn Pineda

<input type="checkbox"/>	Janice Pon-Ishikawa
<input type="checkbox"/>	Jenny Simon
<input checked="" type="checkbox"/>	Hiep D. Tran
<input checked="" type="checkbox"/>	Claudio Vilchis
<input type="checkbox"/>	Oscar Villareal
<input type="checkbox"/>	Moses Wolfenstein
<input type="checkbox"/>	Michael Wynne
<input type="checkbox"/>	
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Agenda:

1. Review Minutes
2. Set the date and time for the December meeting (keep it on 12/17?)
3. Finalize the Ed Tech Conference date. Proposed: Friday, March 25, 2022. In-person with Zoom options for evening
4. Highlights from College Tech Conference
 - a. Questions regarding hyflex classrooms
5. Tech Conference Planning:
 - a. Presentation/Presenters- Brian K and Ryan M. to do a presentation on Texthelp's EquatIO for the conference; Equity seminar this winter may be able to present
 - b. Great scholars seminar-style on tech topics

EL CAMINO COLLEGE
MINUTES OF THE ACADEMIC TECHNOLOGY COMMITTEE MEETING
NOVEMBER 18, 2021
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

L. Audusseau motioned to approve the minutes, Ryan Gan second. All in favor to approve the minutes from October 21, 2021.

Announcement

L. Audusseau introduced a new member to the Academic Technology Committee, Director of Information Technology Services, William Carter. This is a new position within the ITS Services. W. Carter came from Glendora Unified School District for 3 years as their Director of IT. Prior to that he was Senior Director at LA family Housing. W. Carter earned his MBA from La Verne University.

Everyone welcomed W. Carter to the Academic Technology Committee.

Set the date and time for the December meeting (keep it on 12/17?)

Members of the Academic Technology Committee have decided that no future meetings are necessary until Spring 2022 semester.

Today, November 18, 2021 will be the final meeting of the Fall 2021 semester.

S. Burnham will send out an email to confirm future meeting days or to continue meeting every 3rd Thursday of the month.

Finalize the Ed Tech Conference date. Proposed: Friday, March 25, 2022. In-person with Zoom options for evening

It was suggested that Thursday, March 24, 2022 could be in-person for the Educational Technology Conference and March 25 could be via Zoom. Most members of the committee agreed to March 24, 2022 for in person and March 25, 2022 for Zoom on Friday.

S. Burnham mentioned if anyone has any suggestions for keynote speakers to let her know and she can reach out to them.

The Academic Technology Conference will only be for ECC employees and faculty.

Questions for Loic

There will be speakers, portable cameras and microphones available to use for the conference. The cameras will be adjustable. L. Audusseau recommended to have a list of the breakout rooms to be sent by the 1st week of January to ensure that all the zoom links and technology is ready and to avoid any difficulties.

Tech Conference Planning:

M. Lemons and J. Quezada will work on nametags, certificates, registration and cornerstone.

S. Burnham will work on vendors, keynote speaker, and call for presenters. It was also discussed for the keynote speaker to be during college hour.

- a. **Presentation/Presenters-** Brian K and Ryan M. to do a presentation on Texthelp's EquatIO for the conference; Equity seminar this winter may be able to present. It was mentioned if M. Lemons could speak on EquatIO instead of Brian K. or a math faculty, but highly recommended for M. Lemons to speak.
- b. **Great scholars seminar-**style on tech topics, where a group of instructors or panel of instructors share their ideas on how they do certain things. S. Burnham will reach out to the deans for tech savvy faculty to present.