



## Academic Technology Committee Agenda Sheet

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

**Date:** 10/21/2021  
**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 checked="" type="checkbox"/>	Joyce Dallal
<input checked="" type="checkbox"/>	Nancy Freeman
<input checked="" type="checkbox"/>	Ryan Gan

<input checked="" type="checkbox"/>	Briita Halonen
<input checked="" 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 checked="" type="checkbox"/>	Kristine Numrich
<input type="checkbox"/>	Richard Perkins
<input type="checkbox"/>	Carolyn Pineda

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

**Agenda:**

1. Minutes Review
2. Addressing Academic Needs per Division
3. Educational Technology Conference planning
  - a. Setting the dates
  - b. Setting the theme
  - c. Establishing workgroups

**EL CAMINO COLLEGE**  
**MINUTES OF THE ACADEMIC TECHNOLOGY COMMITTEE MEETING**  
**OCTOBER 21, 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**

J. Simon motioned to approve the minutes, Ryan Gan second. All in favor to approve the minutes from September 16, 2021.

**Addressing Academic Needs per Division**

There was a discussion on addressing the academic needs per division. See below for suggestions and recommendations.

- Having a classroom set up as Hybrid (Zooming in and in-person at the same time).
- L. Audusseau mentioned that multiple proposals have been submitted to be funded through the Scheduled Maintenance Program, which is a state funded program. This is a multi-million project and the objective is to upgrade up to 152 classrooms at ECC and implement and or give those classrooms HIFLEX capabilities, which include upgrading all the audio controllers in the 152 classrooms, and the projectors as well. In summary, this project is to upgrade the technology in these classrooms. It was mentioned that they are waiting on the Chancellor's office to validate the proposals, in which were submitted in the state database. It was mentioned that the top priority was to identify the funding source for this project and try to allocate as much money as possible for this project and are still looking into which classrooms (department/division) will have these upgrades. It was mentioned that the audio is the most important with teaching over zoom. The main focus is to upgrade the educational spaces, ie. Classrooms. L. Audusseau suggested if any department is in urgent need of any amplifiers or microphones to please let him know.

It was explained that a decision where the technology will be used will not go based on cost, but on what is more practical for faculty members and requirements that will be in place.

- Chromebooks: It was mentioned that if the department decides to keep using the chromebooks, they should think about upgrading as right now is a time to switch to PC laptops except MAC computers, which are not eligible to upgrade, only chromebooks, desktops and laptops are eligible. The funding is available without need to use the general funding. There is currently a formal replacement plan trying to be figured out to replace MAC computers.
- In-person labs

- Microphones (included in the upgrade, specific departments can request; per looking into individual/per classroom.

### **Educational Technology Conference planning**

- Setting the dates- Recommended month: March. It was mentioned that CSUN Assistive Tech Conference is March 13-18 and spring break will be April 11-15. It was mentioned that Check Honors will be March 26 and will be virtually.
- Setting the theme- It was recommended to use HiFlex as the modality. Vendors will be an option but reduced in cap. It was suggested to have the educational technology conference as virtual in the PM and in-person in the AM.
- Establishing workgroups
  - i. Tools available for instructors and students
    - 1. EquatLO
    - 2. Kurzweil 3000
  - ii. Tech and Equity
  - iii. Software Practices
  - iv. ECC Connect
  - v. Fall PD day as inspiration or repeat
  - vi. The Future of Canvas
  - vii. How to make your Canvas/tech ADA Complaint (Ryan)
  - viii. Canvas Outcomes
  - ix. Brian Krause and Math (reach out to a math instructor). S. Burnham will discuss this option with M. Lemons

### **Announcement**

S. Burnham announced the next ATC meeting, November 18, 2021.