## Faculty Advisory Committee on Technology (FACT)

## Minutes

## Tuesday, September 2, 2014

## 11:00-12:15

## Academic Senate Conference Room, AS-125

1. Call to Order

Present: R. Toossi, C. Goeller, P. Jaikumar, S. Adams, J. Pandya, F. Vasilomanolakis, T. Travis, D. Hildreth Pisarcik , R. Kochan, J. Foster, A. Alawi

1. Approval of Agenda
2. Chair & Secretary Elections

Chair: Jessica Pandya; Vice Chair: Debbie Hildreth Pisarcik; Secretary: Tiffini Travis

1. Old Business

We decided to temporarily suspend our contributions to Tech Tips. Faculty may already get some information from places like THD, FITS, CSS, etc. (plus the knowledge base). For now, we will focus on bigger picture issues related to faculty and student readiness for online instruction (and other things—see below). Tech Tips searchable knowledge website:

<https://its-knowledge01.campus.ad.csulb.edu/display/help/CSULB+Tech+Tips>

1. New Business

**Add student:**

We would like to add Afifa Alawi to our roster as a student representative (JZP will ask Kim Tabari in ASI).

**Student readiness for online instruction (and for technologically-mediated instruction more broadly):**

D Hildreth Pisarcik will share CCPE data from years 1 & 2 of online course surveys of students—not about instruction per se but about their use of technology in the online courses. We will use this data as a starting point for thinking about student readiness. Data will either be on Bb prior to our meeting or will be shared in 10/7 meeting.

**Faculty readiness for online instruction (and for technologically-mediated instruction more broadly):**

F Vasilomanolakis will see if she can share any ITS/THD data from the footprints program with us about what issues faculty call in about; even by subject and # would be of use in starting a conversation about faculty readiness. If available, data will either be on Bb prior to our meeting or will be shared in 10/7 meeting.

**QOLT**

We are already a QOLT-using institution (to some degree? Not clear on this). We can review the QOLT /CSU QOLT guidelines etc. as part of faculty readiness, if we so choose. C Goeller may share or talk more about QOLT as needed.

**Certification of faculty:**

S Adams will share his program’s work on certification (at different levels). If they are ready to share, we will look at this work in our 10/7/2014 meeting.

**Online course conversion policies/best practices for decision-making**

T Travis and R Toossi will bring in any policies they find (Sacto state) on other universities’ policies on course conversion (what courses to convert, who decides, at what levels, etc.). The IT Report has basic guidelines for faculty discussions in its appendix, and we can look at those as well.

**Posting documents on D2L:**

JZP will post these on D2L and will post other documents and links as people share them. J Foster shared the technology best practices link from the CSU Chancellor’s office: http://www.calstate.edu/ats/educational-practices/

1. Future Meetings:

October 7, 2014

November 4, 2014

December 2, 2014

February 3, 2014

March 3, 2014

April 7, 2015

May 5, 2015