TAC Meetings convene on the second Wednesday of every month at 2PM.

December 11, 2013

- **Topics:**

  - **Virtual-Classroom Initiative** (Synchronous tool “Collaborate” from Blackboard)

    1- Participant Selection (Committee Members)

    Contemplating areas such as:
    / Online Class/Office Hours/ Online Workshop/ Online Conference Meeting/
    /Virtual Counseling/ Interview- Search Committee/ Faculty Review Session/

    3- Training Phase – TDB

    4- Testing Phase - TDB

  - **Smart-Classroom Initiative** (a success?)

    - Next?
      - Seeking Feedback: from Faculty prospective & Student’s prospective
      - What type of information/questions?

    - Options
      Class evaluation form, Survey, Blackboard, Survey Monkey, Email (Research department)

    - Question/Information

      1- Is this type of technology impacting (enhancing) learning/teaching (2 questions)

      2- What components are being used the most (technology) faculty/student (2 questions)

      3- Experience and comparison (new technology). (2 questions)

      4- Others?
- Technology Request Process

- What is the current process for your area?

- Technology request form template | what should be captured or changed?

Your Email: 

Is this technology request for instructional purposes? 

Is this technology request for non-instructional purposes? 

Department or Program: 

Program Director or Chair: 

Technology requested: 

How technology will be utilized: 

How it will enhance student learning: 

Technology (Needs) Request Form