Technical Advisory & Distance Education Committee Minutes

November 5, 2014

2 pm

E148

Attendees: Marianna Desmond, Humberto Espino, Joe Beuchel,
              Marie-Ange Zicher, Mukesh George, Myrna LaRosa, Lorelei Cavajal,
              Pat Kushino, Paul Jensen, Pat Knol, Angelo Arreola, James Menconi,
              Regina Hughes, Chairissa Ruiz, George Lam, Frank Heitzman,
              MaryAnn Olson, Renee Wright, Larry Bodzewski, Sandra Berryhill,

The meeting began at 2:02pm.

Minutes from October meeting were approved.

Topics discussed included:

**Smart NoteBook 14**

Marie-Ange introduced Rebecca Lubarsky from COTG who gave a wonderful presentation on Smart NoteBook 14 (currently Triton College is using 11.8). New features include:

- Smart Response VE – gives the ability for students to use any internet-enabled device to participate in surveys, quizzes, etc.
- Notebook Math – offers more than 55,000 math content objects & interactive activities
- Extreme Collaboration
- Smart Connect
  - 3D tools
  - Smart block

Humberto asked that if all members of the TADEC could be given a 6 month trial with access to the upgrade as a way to evaluate and discuss if this would be beneficial to purchase. Rebecca did not think that that would be a problem and will get back to the committee with more information.

**Visualization Media Presentation**

Humberto announced the times/dates (see below) for the exhibition on 3D technology. Last year the Microbiology lab was equipped with 3D projection technology. Currently 3D-Scanning and 3D-Printing is available in the CTE area to faculty giving them the opportunity to explore potential use to enrich teaching and explore other opportunities within the realm of education.

- Academic Senate - November 11, 2014  (B223- 1:30 p.m. – 2:30 p.m.)
- College Council - November 24, 2014  (B223 - 1:00 p.m.-2:00 p.m.)
- Student Senate - November 24, 2014  (B223 - 1:00 p.m. – 2:00 p.m.)
Course Evaluation Forms

The proposed course evaluation forms for both f2f and online instruction was discussed. There are some concerns regarding these forms and it was felt that the committee needs more time to review and comment. The proposed forms along with comments/suggestions made from those members who have had the time to review the documents has been loaded into the TADEC BB discussion forum so that an ongoing discussion can continue until our Dec. meeting. The committee is asking the Academic Senate (AS) to hold off on approving these forms until our formal recommendations can be made.

TADEC Statement of Purpose & Function

The final copy has been submitted to the AS for approval at the Dec. meeting.

DE Plan – Purpose & Goals

Due to the length of our meeting, Humberto will present the DE Plan at our Dec. meeting.

The meeting adjourned at 3:10pm.

Tentative December Agenda:

- Operational Assembly – Pamela Perry & Mike Garrity
  - The role of the Committee Chairs and the Action Champions with respect to the Strategic Plan
  - Challenges that we’ve encountered with the new shared governance model in its first semester of operation.

- DE Plan – Purpose & Goals – Humberto Espino

- Course Evaluation Forms