

Pamela L Harmon

From: Humberto Espino
Sent: Tuesday, February 06, 2018 5:42 PM
To: TADEC
Subject: [--] February Technology Advisory and Distance Ed Committee Meeting *NOTE*

TECHNOLOGY ADVISORY & Distance Ed Committee

Please Note:

On behalf of the Committee Chairperson Pamela L Harmon:

Due to encouraged participation at the HLC Mock meeting, the TADEC meeting will be limited in order for people to attend

Just a gentle reminder, our next TADEC meeting is Wednesday, February 7th at **2:00pm** in room **H131*** (the room change is for this month only).

Agenda:

- Updates with BbL tutorials 1-3
- Goals for this semester, spring 2018
- Technology Update

Pam Harmon
Radiology Program Coordinator

If you know of faculty that might be interested in attending, please encourage them to come along.
Feel free to contact Pam Harmon (pamelaharmon@triton.edu) or myself if you have any questions.

www.triton.edu/tadec

Technical Advisory & Distance Education Committee

Meeting Minutes February 7th, 2018 in Room H131- 2pm

Attendees: Pamela Harmon, Joe Buchel, Erin Stapleton-Corcoran, Hilary Meyer, and Humberto Espino.

Topics discussed included:

1. Pam and Humberto met with VP Baker to discuss the committee's recommendation of a pilot with facilitator/s, followed by an evaluation and then full implementation in the fall 2018. A recommendation of 10 students for the pilot was discussed. Those that participate in the pilot will need to commit to all 3 tutorials. More information will be given once specifics have been finalized.
2. Hilary Meyer discussed the encourage participation at the HLC Mock meetings. The PowerPoint is included.
3. The meeting ended early so that all members could attend the HLC Mock with the focus on assessment.
4. Discussion of goals for this semester was tabled until the next meeting.
5. Humberto mentioned that there will be Smartboard updates to classrooms as well as updates to current ones. Continue to discussion room conversions with Dean's.
6. Our next meeting is March 13th, 2018, at 2pm in H124.

Meeting adjourned at 2:30 pm
Respectfully submitted,
Pamela Harmon, Chair of TADEC





HLC VISIT — DOS AND DON'TS

DO:	DON'T:
<p>Speak up first</p> <ul style="list-style-type: none">• Provide name, role <p>Use specific examples to demonstrate your point</p> <p>Be proud of our accomplishments and highlight great things we are doing</p> <p>Prepare!</p> <ul style="list-style-type: none">• Read our assurance argument (Criterion 3)• Give thought to sample questions• Attend Mock Visit Meetings	<p>ALWAYS speak up first!</p> <p>Make things up</p> <p>Be afraid to talk critically (constructively) about our challenges</p> <p>Wing it</p>

HLC VISIT TEAM

Vice Chancellor of Research, Planning and Assessment
University of Arkansas Community College at Batesville

Assistant Vice Chancellor
University of Wisconsin - Whitewater

Fine Arts and Humanities Department Chairperson
Hutchinson Community College (CO)

Vice President for Academics & Student Services
Northwest State Community College (OH)

Curriculum and Assessment Specialist
Kirkwood Community College (IA)

Director of Institutional Research
Inver Hills Community College (WI)

Dean of Instruction
Front Range Community College (CO)

SAMPLE QUESTIONS

How does the college ensure the quality of the curriculum that is delivered via Distance Education?

The assurance argument indicates that online education is a challenge, and that the Technical Advisory and Distance Education Committee (TADEC), is exploring ways to create more structure around the college's online learning environment, including increased student and faculty support and the creation of course level standards specific to online. Please describe your current work on this issue, as well as future plans in this area.

How do faculty and staff participate in decision-making with respect to distance education and teaching and learning in general?

MOCK VISIT MEETINGS

Location: B204/210

Time: 2 p.m.

Dates:

Tuesday, Feb. 6 (Focus: Triton's Mission)

Wednesday, Feb. 7 (Focus: Assessment)

Thursday, Feb. 15 (Focus: Teaching & Learning, Quality, Resources, and Support)

Tuesday, Feb. 20 (Operations, Policies, Procedures)

Tuesday, Feb. 27 (Planning, Resources and Institutional Effectiveness)


