Woodring College of Education | Western Washington University
Technology Committee

Meeting Minutes

Wednesday, January 20, 2016 • 11:00am -12:00pm • Miller Hall 158 and Skype for Business

Attendees: Britta Eschete, Greg Hoffenbacker, Don Burgess, Talisa Cook, Linda Schleef, Rick Nichols

Note: The business portion of the WTC will be brief, so that we have ample opportunity to visit the Digital Media Center, tour courtesy of Rick Nichols.

1. Brief Introduction (name, department, title) – skipped see attendees list above

2. Review and approve previous minutes from 11/18/15
   a. Approved via email

3. Committee reports
   a. WAC – Greg Hoffenbacker
      I. Focused on results of listening sessions; Francisco encouraged people to use survey link and get involved
   b. ATC – Don Burgess
      I. Discussed redefining role; want to do more than make recommendations want to actually make decisions
         i. Any changes are being put on hold because of changes in leadership at ATUS
      II. Senate looking at Curriculog as a new curriculum management system
         i. Right now University uses esign forms which are difficult to maintain; our current system doesn't interface with Banner very well
         ii. Curriculog software is more fluid and is adaptable our specific needs
         iii. ATC Asked to determine if it was worth purchasing Curriculog – asked about interface with other software & cost
         iv. Curriculog will do Campus demo, Don Burgess will let us know when it is
   III. Discussed replacement of Provost CIO (Chief Information Officer) John Lawson
      i. Answers to President so new President will likely want input on choosing person; hiring interim replacement until new President is chosen
      ii. There are a lot of people that do 1 year interim appointments; can get a really qualified candidate

4. Solicit and prioritize ideas for future meetings/activities. Ideas that have been received so far include:
   Soliciting ideas for Feb. Meeting
   a. CEDAR (Contributing to Education through Digital Access to Research) Western Libraries
   b. Trends w/ Social Media/Social Media Workgroup (Matthew Anderson)
      I. Lots of interest in this topic
      II. Britta Eschete will ask if Matthew Anderson will come to the Feb. meeting
   c. Hosting a Spring “Technology Buffett”
I. Britta suggested hosting an event for the whole University featuring what other colleges are doing with technology, possibly in the spring or fall.

II. Greg says we tried before with limited attendance and mentioned it takes a lot of work. Linda said last time it was just for Woodring.

III. Linda suggests combining with Center for Instructional Innovation – Justina Brown.

IV. There is an existing campus wide technology event known as Tech Tonic.
   i. Suggested we could link up with Tech Tonic; possibly have booths
   ii. A lot of students attend; some faculty and staff attend

   d. Don suggested a tablet tutorial for faculty and staff; demonstrating how to integrate tablet use in the classroom

5. **Tour of the new Digital Media Center (DMC), with Rick Nichols, Assistant Director of ATUS Desktop Support.**

   Note: We will be walking over to the DMC, so please dress for the weather!

   a. The DMC is designed to serve the campus as a faculty for new media instruction and production, which includes a TV studio with a green screen and cyclorama wall, cameras, control room, and a lighting grid.

   b. WWU faculty and students can be approved to reserve the TV studio when not already scheduled for classroom instruction.

   c. Media production workshops open to both faculty and students will soon be available in the DMC.

   d. Tour highlights

      i. Meant as a resource for helping faculty, students and staff produce videos

         1. If you're interested in having a video produced contact Robert Clark or Suzanne Blais

      ii. Technology allows many types of productions including live and productions with speakers who skype in

      iii. There is currently video content being developed for channel 26 and Comcast on Demand

         1. Content is produced for Western audiences and broader more general audiences

         2. Western is trying to get its own cable channel, and potentially broadcast content in the dorms

      iv. Will offer workshops on how to use equipment and produce videos

6. **Adjournment approx. 12:03PM**