Academic Technology Advisory Committee
September 15, 2021

Present	**Not Present**
Jeff Ledford	Scott Chapman
Ellis Parker	Brooke Mathna
Laura Poe	Sarah Reynolds
Pamela Randall	
Lindsey Stokes	
Jonathan White	
Samantha Ellington	
Kim Redford	
*George Woodruff – Student Representative & Minutes	

The meeting was called to order at 4:02pm. The meeting was held virtually via Zoom.

The committee members were welcomed and introductions were held. The scope of the ATAC committee was discussed and questions were fielded from new committee members. The calendar for the remaining 2021-2022 meetings was finalized and an Outlook invitation will be sent to committee members. The meeting dates are:

- October 13, 2021
- November 10, 2021
- December 8, 2021
- January 26, 2022
- February 9, 2022
- March 16, 2022
- April 13, 2022

DEC Update:
Samantha informed the group that Ashley Leslie is the new DEC Assistant Director but is still maintaining her Instructional Designer role as well. The DEC has a new position and new hire that they hope will start in October 2021. Also, the office has a new video production initiative for faculty to be able record lectures and supplemental videos for instruction. They also have a new studio space on campus, in Jarman, to accommodate the faculty video production.

ITS Update:
Kim Redford notified the committee that the Help Desk and Desktop Support groups have been and still are very busy with semester start up, hardware, software, and classroom requests and are working diligently to get all requests completed. Kim highlighted a few topics that were lingering from the last meeting of the 2020-2021 year which were, FERPA questions, what's next in terms of classroom technology and single-sign on inquires.

Chairperson Nomination:

Jonathan White nominated himself as he is a 3rd year ATAC Committee member. Jeff Ledford seconded the motion. All members present were in favor of the nomination and there were no oppositions.

New Business:

Ellis Parker asked for student portfolio options to be discussed this year as the Nursing Department is seeking new methods to create and maintain portfolios. Pam Randall asked for guidance and explanations on what it the recommended software for student observation and is aware that the University has VEO licenses.

Lindsey Stokes asked about typical meeting length/duration due to the late start time of 4pm. The committee unanimously decided to cap the meeting at 1 hour and carry on any additional business via email or ad-hoc meetings.

The meeting was adjourned at 4:34pm.