Committee membership: Ali Adem (Geology), Robert Perkins (Education), David Desplaces (Chair, School of Business), Valerie Frazier (English), W. Garrett Mitchener (Secretary - Mathematics), Committee Secretary, Heather Gilbert (Library), Aspen Olmsted (Computer Science), Theodore Carrigan-Broda (Student Senate representative)

Ex-officio: Deanna Caveny-Noecker (Academic Affairs), Zack Hartje (TLT), and Robert Cape (IT).

The committee met regularly to discuss issues associated with education and technology. Below highlight of the topics discussed and any action/resolution taken by the committee (if applicable)

1. Review of the 2013-2014 committee work or unfinished business
   A review of the report was followed by a general discussion on topics covered in 2013-2014, and a short list of topics to continue monitoring was generated, namely communication tools, classrooms & technology, business continuity, online administration of course evaluations.

2. Yammer (proposed tool by IT)
   The committee reviewed concerns associated with faculty and general staff communication on campus (tools, functionality, and abuse of current functionality). After reviewing the history around the issue (reason for canceling some listservs a few years back), IT reported having studied Yammer as a possible tool. Yammer had become a finalist because it is part of the currently general agreement with Microsoft (no extra cost/ease of integration) but also because of possible flexibility (creation of various communities, etc.) and more importantly “social media” like features. The committee collectively or individually tested the software and were offered the opportunity to ask clarifications from IT. The committee assessed that Yammer did offer flexibility across platforms (computer, tables, mobile devices or all), allowed to push notification/conversation to email (option set by user), operated like social media (ease of use and also allows for instant interaction and feedback), and still allows the option of opting out.

   While processes and rules on how to filter posts to the all-faculty-and-staff group is currently in the works (one option is to have that all-group moderated for content to avoid excessive spamming) and assuming that Yammer usage meets the FERPA requirements, FETC unanimously endorsed Yammer as the next communication system for the faculty. The committee also felt that the rules and policies governing Yammer should fall on the leadership of the institution in partnership with human resources.

3. Distance Education
The committee requested that Doug Ferguson (DE coordinator) and Zach Hartje (TLT) report on the distance education effort at the college. Process currently in place requires that faculty is trained (TLT runs two sessions a year and looking at adding summer), and coordinator approves with support of department/dean courses. Data was presented showing the increase in the number of trained faculty but also the number of course offerings.

4. **Chalk in Classroom**
   Issued raised by faculty related to the discontinuation of support by IT in chalk classroom was studied (review of reports/data) but resolved by IT agreeing to continue to support the pedagogical needs of the students/faculty.

5. **Technology on campus**
   Bob Cape and IT reported regularly on the status of IT on campus including the following:
   - Replacement cycle is around 5 years for personal computers
   - 124 classrooms updated and about 20-25 a year (depending on what capital improvement project is currently planned or in progress)
   - Review of TechQual results was conducted showing improvements in all areas.
   - Direction of cloud based applications (Office Cloud 365) – link to business continuity
   - Research network: discussion about needs of faculty to support research functions that would have the power (computing, processing) and flexibility.

6. **Business Continuity**
   On the recommendation of the executive group and with ITSAC’s input, a business continuity task force was formed and tasked with identifying the possible IT needs of the college as a whole in the event of a natural disaster. The following priority list was created: E-mail and two-way communication; OAKS, because a break in student-faculty communication would cause us to lose a semester; Payroll; Student refunds; File storage and backup; Ability to accept incoming donations (from the Foundation); Remote access to Banner. Some of the above can be partially operated out of the disaster facility in Greenville but IT is studying the possible cloud based technology in support of the business continuity effort.