Techvision Meeting  
Meeting Minutes  
January 4, 2007

Present: Paul Briggs, Elizabeth Ashley, Mike Bowles, Dave Maxson, Margaret Coberly, Peggy Regentine, Elizabeth Ratliff

1. Status of New Positions  
a. Bonnie Beatson is the Marketing Coordinator.  
i. Also looking for a Graphic Artist under Bonnie Beatson.  
b. Instructional Developer-Will go forward on this once Denice Kretz comes back from vacation.  
i. Will be under the Dean of Instruction and will be a faculty position.  
ii. Will be under one of the five departments at WCC. Will be a tenure-track position.  
   1. Some discussion on this, some committee members feel that this should not be a content area, but rather that it should help out the faculty at WCC.  
   2. If this person is on the content area, the person needs to serve the WCC arena in general and not submit just to one department where they might be housed.  
   3. Some precedent for this-Mike Tom is officially in Math/Business but does most of his work in Academic Support.  
   iii. Dean vision-accepted by the faculty as a peer, thus they need to a member of the faculty.  
      1. Then they need to be technically proficient in instructional technology.  
   iv. Other thoughts-not as important to be in a content area, but instructional technology is the key requirement.  
      1. What can we do to get the information across given the content area being discussed-Elizabeth Ratliff.  
      2. The person would be in a department, but will be involved in instructional development primarily and only teach one class.  
         a. The nature of the content area is not as important as that it is a content area.  
   v. Issue is minimum qualifications vs. desired qualifications.  
      1. Should Instructional Development and Technology be a required or a desired qualification?  
      2. However, Elizabeth Ratliff’s job description fits the Instructional Development required qualification.  
         a. From Karen Cho at the personnel department.
b. Perhaps Elizabeth Ratliff’s job description should be rewritten to reflect her current duties as a media coordinator.

3. Whoever the person is, they will only be teaching one class and their primary function will be that of instructional development.
   a. What about other faculty duties such as committee assignments, etc?

vi. Another issue is the funding of the position from the federal government.
   1. Need to go forward with this once Denice comes back.
   2. When the grant runs out for this position, perhaps this position can be converted to G-Funds.

vii. Webmaster-Not enough money from the Title III grant to support this position while waiting for the money from the legislature to fund it permanently.
   1. Bonnie will take over for the redesign of the web and contract out for the technical end of the WCC website.
   2. Operating under this assumption, although there are other alternatives.

viii. Right now, the tasks are split between Elizabeth Ratliff, Emi Troeger and Jerry Levinson.
   1. Some of the sites are done independently and not under the control of Media.
   2. Elizabeth Ratliff is the technical webmaster.

2. Other Issues
   a. TURNITIN software-still some licensing and other issues, but many faculty want it so it will probably happen.
   b. ELUMINATE-Dave Maxson has talked to someone at UH Manoa and willing to have WCC piggyback as long as some scheduling issues are worked out-Courses should be during the day.
      i. Would need to reimburse the College of Education for this service.
      ii. UH COE would like a single point of contact at WCC for logistics and payment.
      iii. And what is the actual cost of ELUMINATE? If WCC can piggyback on UH COE, cost will be much cheaper.
          1. Could also do a demo of ELUMINATE as well.
   c. Clickers-Elizabeth Ashley will seek to buy the clickers from Frank Palacat.
   d. Distance Education link on WCC website-done from Elizabeth Ratliff.

3. Techvision Objectives
   a. Objective 1-#4
      i. MERLOT-Mike Bowles will do a demo of this software at the next Techvision meeting.
   b. TV need Angela’s approval
i. Training Workshops, coordinate tech awards, UH Brown Bags, Lunch Bytes.
ii. Instructional Developer will have 4 workshops a semester.
iii. Types of awards-should they be visual and/or monetary?

4. Meeting Availability
   a. Thursdays at 3 pm is the best time for the committee members.
   b. Next meeting January 25 at 3 pm in Noeau 123.