

**Senate Technology Council
December 14, 2017**

Present – Gamin Bartle, Megan Chesin, Pei-Lin Weng, Rob Meyer, John Link, Ray Schwartz

Agenda accepted and approved the minutes from November 16, 2017.

Megan and Gamin reported on the November 28th and December 12th Senate meetings. There were no comments on issues that concern the Technology Council.

Megan, Pei-Lin, and Gamin attended the TAC meeting on 12/11.

Ray and Gamin attended the Qualtrics workshop (12/07). They reported that the software is very powerful and flexible, and that the presentation was well received by the faculty attendees. The University has a site license that is available for all students, faculty, and staff. Surveys, polls, and so on can sent be to non WPUNJ affiliates.

Gamin reported on a proposal for an Online Learning Center. The proposal is still in draft form. Included are ideas for templates, partnering faculty with instructional designers, and online support. There was some discussion on how to present the proposal—perhaps bringing it to the Senate first. Megan Chesin and Pei-Lin agreed to consult with faculty members outside of the committee to collect suggestions on how to proceed.

Pei-Lin presented the revised “Online Program Best Practices Checklist” from the Graduate Programs Council. Our Council expressed the concern that the checklist was duplicating what already existed for in-person programs. And that we believe that the checklist for online programs should augment the general checklist. Gamin agreed to review with eye towards what would be unique to Online format.

Our Council recommended that we invite one of the co-chairs from the Graduate Programs Council to our next meeting.

/Ray Schwartz