

## View results

Respondent

14

Anonymous

30:56

Time to complete

1. Committee Name \*

FC Technology Committee

2. Your Name \*

Sunita Rangarajan

3. Please add meeting minutes here. These minutes can be a summary of e-discussions, a summary of a Zoom meeting, or minutes taken in a FTF meeting. \*

-Bart Leroy volunteered to be our liaison for the Technology Advisory Committee meeting held on Sep 26th and gave us as update on what was discussed at their last meeting. Update is below:

-Members will be assigned into subcommittees. Four sub-committees formed: effective use of current technology, emerging technology (which Bart attended), AI oversight and integration, and IT process improvement. Emerging technology subcommittee will be looking into the process and feasibility of purchasing hardware/software requested by faculty to teach certain courses. The committee wants to ensure proper faculty representation, and plans to meet 3-4 times per year. Subcommittees will meet as needed and conduct their business asynchronously throughout the year through the Teams sites. Educause has a free annual online conference for faculty Nov 13-14th. Texas Distance Learning Association has their conference in Mar-Apr 2025 in Denton, TX. Their next meeting is scheduled for November.

Going forward, our permanent liaisons for the Technology Advisory Committee would be Sudha Madhugiri and/or Tebring Daly.

The committee decided to keep up with the instructional Tech Tip videos created by our committee and shared with all faculty. We decided to focus on topics covering Workday tasks for this year as this was a recent rollout and still relatively new to faculty. Mervat Karout offered to create and email link to a Google docs file to collect video topics from members and allow for sign-ups from committee members to create the videos. Matt Stilson, our eLC rep at the meeting, posted a link to workday videos created by eLC. This would help us pick topics not already covered in their videos.

-We updated our Administrative liaisons Assoc. Deans Jill Nugent and Mark Fischer about our meeting. AD Nugent thinks our videos would help add to the repository of Workday resources that the eLC created and is curating, such as the Canvas course and the CourgarWeb resource, and has offered to think of some topics to be covered in our videos. AD Fischer also thinks video series is a great idea and has offered to look at our videos and provide feedback.

4. List members who have been contributing to the work of the committee since the last meeting (email, Zoom, in person) \*

Marlo Ballard  
Danielle Bramall  
Tebring Daly  
Mervat Karout  
Sudha Madhugiri  
Alena Miadzvedskaya  
Robert Mcleroy  
George Neal  
Sunita Rangarajan  
Matt Stilson (proxy for Bridget Vosloo)

5. List items your committee has COMPLETED since the last committee report-- include subcommittee work, person(s) responsible for action items, and details about how the work was completed. \*

Tech Tip videos created during 2023-24 covered the Canvas Gradebook series.

- Emailed Oct 2023 Tech Tip video by Professor George Neal covering "Applying filters to the grade book, sorting grades by criteria, arranging student's names in the grade book and viewing student's grades individually, and adding a "Notes" column that can only be viewed by the instructor of the course"
- The Nov 2023 Tech Tip in the Canvas gradebook series was created by Professor Jillian DeShazo of the McKinney Campus. The topics below have been presented in the video were "Changing students' submission status (late, excused and comments), changing the color of the status, how to hide total column, and how to email students from the gradebook"
- The Tech Tip video for Jan 2024 was created by Nursing Professor Heather Rawls presenting, " How to copy a Canvas course that does not result in a false course evaluation reminder"
- Emailed March 2024 Tech Tip video created by Professor Aparna Godbole presenting " How to use emojis in a Canvas course"
- Emailed April 2024 Tech Tip video by Professor Cope Crisson covering 'Importing Grades to Canvas,' a crucial process for seamlessly integrating grades from external platforms into Canvas
- Co-Chair Mervat Karout emailed google docs file for members to suggest Tech Tip topics and sign up for the upcoming months (emailed on 10/06/24). The upcoming Tech Tip video series will cover Workday series.
- First tech tip instructional video for Fall 2024 created by Prof. Marlo Ballard on "How to Find Students' Transcripts and Schedules in Workday" sent to all faculty last Friday of October on 10/25/24

6. List *current* items your committee is addressing; include status updates, action items completed, actions items pending, subcommittee work, person(s) responsible for action items, and details about the ongoing work. \*

-Sudha Madhugiri and/or Tebring Daly will be our liaison and attend future Technology Advisory Committee meetings and update us.  
-Monthly Tech tip videos will be created by committee members and emailed to all faculty by the last Friday of the month

7. What is the date of your next e-discussion, Zoom meeting, or FTF meeting? \*

E-meeting as needed in November and December 2024

8. Have committee members been made aware of the next e-discussion, Zoom meeting, or FTF meeting? \*

Yes

No

9. Are there any issues regarding committee scope, mission, on-going work, or committee members that you chose not to include in the above information of which FC leadership should be aware ? \*

No



10. Thank you for completing the report. Please rate the current work of your committee. \*

