

Faculty Council Standing Committee Report

Committee: Technology Committee

Co-Chairs: Mervat Karout and Sunita Rangarajan

Reporting Period: September 2025

Summary of committee's work since its last report to Faculty Council:

Committee meeting on Friday, September 19, 2025

- Agenda for the year
- Topics for tech tip videos
 - Future Tech tip videos will include Faculty Starting Line by Alana Parsons (10/25)
 - Setting up Grammarly Authorship by Josh Arduengo (11/25)
 - Cougar Connect by George Neal (02/26)
 - Setting up Rubrics by Tonya McMillion (03/26);
 - Adding Videos in Studio by Tonya McMillion (04/26).
 - Other ideas for topics are AI tools such as Nearpod and Lucid, assistive technology tools, adjusting dates during course copy etc.
 - Members suggested re-release of popular/helpful videos from the past - Mervat Karout will email google docs file for members to suggest more Tech Tip topics and sign up for the upcoming months (emailed on 09/20/25).
- Sub-committee to review and fix Faculty Starting Line on Canvas
 - Mervat Karout, Bridget Vosloo, Sudha Madhugiri and Sunita Rangarajan will form a sub-committee to review and clean up Faculty Starting Line
- Representative member(s) to attend Technology Advisory Committee meetings
 - Sudha Madhugiri and/or Sunita Rangarajan will attend future Technology Advisory Committee meetings as liaison
 - Requested and received permission to record meetings to help with typing meeting minutes

Action items completed since last report to Faculty Council:

- First tech tip instructional video for this semester created by Mervat Karout on "Canvas Gradebook" will be sent to faculty last Friday of September on 09/26/2025

Members who have been contributing to the work of the committee since the last report to Faculty Council: Mervat Karout, Sunita Rangarajan, Sudha Madhugiri, George Neal, Erin Clark, Alana Parsons, Raji Kannampuzha, Aparna Godpole, Tonya McMillion, Mary Weis, Robert Whitaker, Bridget Vosloo, Josh Arduengo

Actions items that are still pending, ongoing subcommittee work, etc.: See above