



Meeting Date	September 1, 2006	Time	9:30 am to 2:30 pm	
Meeting Location	LAX Crowne Plaza	Dial-In #		Participant Code

Anticipated Attendees	Representing
Marshelle Thobaben	Co-Chair/ Humboldt
Otto Benavedes	CSU Academic Senate
Bob Buckley	CSU Academic Senate
Jacquelyn Kegley	CSU Academic Senate
Barry Pasternack	CSU Academic Senate
Paul Persons	CSU Academic Senate
C.E. Tapie Rohm	CSU Academic Senate
Joe Grimes	CSU FDC
Glenda Morgan	CO/Ac Tech Research
Rod Hersberger	COLD

Anticipated Attendees	Representing
Herman Lujan	Co-Chair/ Provosts
Rick Vrem	Prvosts
Emily Cutrer	Provosts
Louis Fernandez	Provosts
Gary Reichard	EVC/ CO/ AA
Keith Boyum	CO/AA
Wayne Veres	ITAC
Gerry Hanley	CO/ATS
David Ernst	CO/ITS
Mary Cheng	CO/ITS/Access. Tech

Meeting Objectives
<ul style="list-style-type: none"> • Affirm and clarify the mission of ATAC • Develop plans for delivering advice on policy for the Academic Transformation initiative • Develop plans for advancing the Online Degree Program initiative • Update on accessibility program • Update on faculty development and applied research activities

Meeting Process
<ul style="list-style-type: none"> • Marshelle and Herm chair meeting • Members of ATAC will rotate in capturing ATAC discussion on flipcharts per topic • Members of ATAC will be responsible for presenting/leading discussion on agenda items

Time	Agenda Topic	Led by
9:00am	Gathering, refreshments	All
9:30	Opening comments, introductions, and review agenda	Herm & Marshelle
9:40	<p>Mission of ATAC: Advising the Executive Vice Chancellor of Academic Affairs on policies for academic technology</p> <ul style="list-style-type: none"> • What are the key issues that need the thoughtful and comprehensive advice on academic technology from the university level perspective provided by ATAC? • What are the questions that ATAC members have about ATAC's mission and history? 	Gary Reichard

AGENDA

10:15	<p>Academic Transformation: Presidential Priority</p> <ul style="list-style-type: none"> • Setting the context: Outcome of Executive Council Retreat (review draft report from Executive Council retreat) • Leadership on policy from ATAC • Elements of Policy: Governance of academic transformation projects at the campus department level; Priorities of focus; metrics for success for students (e.g. improve learning, lower drop outs) and faculty(reduced administrative workload, better use of time and talents; enriching work environment); participation in and support for communities of practice; recommendations for readiness to begin academic transformation projects; incentives for starting up and sustaining academic transformations; campus organizational support requirements, etc • Schedule for delivering advice on policy • Plans for ATAC workgroups 	Gary, Keith, and Gerry
12:00	Working Lunch	All
12:15	<p>Online Degree Programs: Planning for success</p> <ul style="list-style-type: none"> • What’s the origin of this initiative? What are the issues identified by PTSC? • What’s happening in the CSU now? (comments on report) • What are the issues that ATAC identifies? • What is ATAC’s advice for the planning process for this initiative? • What are ATAC’s next steps? 	Herm & Marshelle
1:30	Update on Accessibility Plans	Mary Cheng
2:00	Update on faculty development and applied research activities in academic technology	Gerry
2:20	Review action items; ATAC agenda for next meeting	Herm & Marshelle
2:30	Adjourn	All

Reading Materials in preparation for meeting:

ATAC History:

1. The Academic Technology Planning Committee produced the major planning documents and guidelines. See http://its.calstate.edu/academic_technology/atpc.shtml to review all the materials. The ATPC Final Report is the most important document and is essential reading http://its.calstate.edu/academic_technology/ATPC_Report_FINAL_07162003.doc (read this if you're only reading 1 item). I've also attached a short version of the planning principles, criteria, etc.
2. ATAC is part of a larger advisory structure for information technology. See http://www.its.calstate.edu/systemwide_it_advisory/Technology_Structure.gif for the roadmap. In June 2004, a memo to David Spence from PTSC confirms role of ATAC (see attached memo)
3. Academic Technology Services has just put up a website on the projects within the academic technology initiatives. See <http://www.calstate.edu/ats/> This site will give you a top-level review of many of the projects underway.
4. Faculty and staff development projects include:
 - a. Teacher Education community in support of the English literacy skills area http://www.calstate.edu/ats/foundational_skills/erwoc.shtml
 - b. Project for CSU Faculty Development Council (see attached document). 2 FDC members will be supported by Ac. Affairs in the CO as the lead experts working with the ATS staff
 - c. MERLOT: <http://www.merlot.org/merlot/index.htm>
 - i. MERLOT discipline communities <http://www.merlot.org/merlot/communities.htm>
 - ii. MERLOT Teaching and Technology community http://portals.merlot.org/teaching_and_technology/
 - iii. CSU-MERLOT Teaching Business Teaching Commons http://www.cdl.edu/projects/csu_teaching_business/
 - iv. MERLOT International Conference <http://conference.merlot.org/2006/>
 - d. ELIXR – Enhancing Learning in X discipline with R resources (see attached PPT)
 - e. CATS: Community of Academic Technology Staff: <http://cats.cdl.edu/>

ATAC Agenda Items

- Online Degree Program Survey (see attached)
- PTSC comments on Online Degree Program (see attached)
- Campus organizational development issues for academic technology (to be handed out at ATAC)